CMIPS II
REQUEST FOR PROPOSAL
HHSDC 4130-141A
Addendum ~~11~~12

Section 8
COST INSTRUCTIONS

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1   INTRODUCTION

Cost evaluation will be based on the lowest total project cost calculated according to the methodology of this section. For ~~planning~~ operational purposes, the project is divided into two phases each with its own contract: Design, Development, and Implementation (DDI) and Maintenance and Operation (M&O). For the purposes of this evaluation, the DDI phase starts at Contract Award and Execution, and ends after the successful implementation of the Case Management, Information and Payrolling System (CMIPS) II in the last County, with acceptance of the system as measured by the Post Statewide Implementation Review as stated in Section 6, TECHNICAL REQUIREMENTS - Statement of Work (SOW), hereinafter referred to as Section 6, SOW, Paragraph 4.5.10, Implementation Reviews. The M&O phase starts at the completion of DDI and ends upon M&O Contract expiration or termination. A majority of the costs are fixed-price, but some elements of operations and program support are volume dependent and will be bid with fixed-rates using estimated service levels. Costs will be evaluated based upon ~~a~~ the two Contracts duration of seven years plus three one-year options for a total of ten (10) years.

2   COST DEFINITIONS

2.1   Total Project Costs

The total project cost includes cost elements from affected organizations, which consist of the following:

• Bidder Contracts Cost

• State Infrastructure Services Cost

• County Desktop Computer Cost

• Incumbent Vendor Cost

2.1.1 Bidder Contracts Cost

Bidder cost information includes Contract Costs of the staff, services, software purchase/lease/license, hardware, tools, and other costs to meet the requirements defined in this Request for Proposal (RFP). The State believes that during the term of the Contracts there will be some work that cannot be anticipated today. Ten percent of the Total Bidder Contracts Cost will be budgeted for the term of the Contracts to pay for Unanticipated Tasks.

The Bidder's Contracts Cost includes the cost to purchase and install the hardware and software required for the proposed CMIPS II solution except for the hardware and software purchases that are already included in the State Data Center rates as defined in the "Base Rate Schedule" and "Rates Guide" available at http://www.hhsdc.ca.gov/rates.asp and http://www.teale.ca.gov/services/billing/G-Unix.pdf. The State Data Center will provide Bidder a Bill of Materials specifying the hardware and software the State Date Center will use to support each service requested for the CMIPS II solution by the Bidder. The infrastructure hardware and software not included in the State Data Center's Bill of Materials but still required for the CMIPS II solution and housed at a State facility shall be purchased and installed by the Contractor. The Bidder's Contracts Cost does not include the hardware and software for the County infrastructure for desktop systems and County networks; however, the Bidder's

Contracts Cost does include the CMIPS II forms and reports architecture that may have components hosted at County sites as defined in Paragraph 2.1.3, County Desktop Computer Cost.

For Contractor-purchased items installed at the State Data Center by the Contractor or a qualified representative, the Contractor will be required to state the cost and total number of hours required to install the hardware or software. The Contractor will be required to provide DTS with full installation documentation, configuration specifications, and hands on knowledge transfer of the installed software, prior to operation and maintenance. After reviewing the approach and cost of the installation, the DTS may choose to do the installation of the product.

The Bidder's Contracts Cost includes the cost for ongoing maintenance and licensing fees, including third party maintenance and licensing fees, for Contractor provided hardware and software except for hardware and software that are already included in the State Data Center rates as defined in the "Base Rate Schedule" and "Rates Guide" available at http://www.hhsdc.ca.gov/rates.asp and http://www.teale.ca.gov/services/billing/G-Unix.pdf or for the County infrastructure provided by each County. The Bidder's Contracts Cost includes the cost of the hardware and software for technology refresh as defined in Section 6, SOW, Paragraph 5.7, Hardware and Software, except for hardware and software refresh that is already included in the State Data Center rates or provided by the Counties.

The Bidder's Contracts Cost shall be consistent with Section 6, SOW, Paragraph 5.7, Hardware and Software, which defines the roles and responsibilities for the State, Counties, and Contractor for hardware and software purchase, location, maintenance, and refresh. In addition, the Bidder's Contracts Cost shall be consistent with the Bidder's System Architecture Design Specification, Capacity Management Plan, Project Master Plan, and Master Work Plan.

2.1.2 State Data Center Services Cost

The State will provide services for the CMIPS II infrastructure to include central processing, data storage, and Wide Area Network (WAN). The State Data Center cost is based on services described in Artifact 17 - State Data Center Service Standards and the supporting activities and services for both the State Data Center Services and Network Services, as outlined in Artifact 15A – State Data Center Statement of Work and Artifact 15B –Network Services Statement of Work. The State Data Center Services are not part of the Bidder's Contracts Cost, but are included in the Total Proposal Cost.

2.1.3 County Desktop Computer Cost

The Counties are responsible for the costs of their own local area networks, desktop equipment, and Information Technology (IT) support staff for that equipment. The County desktop computer equipment costs are not part of the Bidder's Contracts Cost, but are included and will be considered in the Total Project Cost. The Bidder will calculate the number and cost of desktop systems that will need to be replaced in the Counties to support CMIPS II. After Contracts Award and Execution, the Counties will purchase equipment using their own procurement policies and procedures. The Counties are allowed to procure workstations from the Bidder through their own purchasing agreements at the price and terms proposed for this RFP.

2.1.4 Forms and Reporting Architecture Costs

The Bidder is responsible for purchasing, installing, certifying, maintaining and refreshing the forms and reporting architectures in the County offices that meet Section 6, TECHNICAL REQUIREMENTS - System Requirements Specification (SyRS), hereinafter referred to as Section 6, SyRS, Paragraph 7.8, Forms Architecture and Paragraph 7.10, Reporting Architecture. Cost for this forms and reporting architecture hardware and software are part of the Bidder's Contracts Cost although the solution will be implemented in the Counties. Therefore, the Bidder shall provide the cost of software and hardware for the forms architecture to be implemented in the Counties, which includes, but is not limited to, forms or reports generation software, servers, and printers. For the printer costs, the Bidder will include the cost for printers required to replace the existing high-impact printers currently used by CMIPS for forms-generation defined in Artifact 13 - Incumbent Vendor Location and Number of Printers, but exclude any other County printers. For the printer costs, the Bidder will exclude printer consumables, such as paper and printer cartridges, which are the responsibility of the counties.

2.1.5 Legacy CMIPS System Contract Cost

The Legacy CMIPS System contract will be continued until all the relevant contract services and system operation are transitioned to the new Contracts. The timing for the services transition depends on the Bidder's proposed implementation schedule. For evaluation purposes, the Bidder will add a Legacy CMIPS System contract cost to the total project cost as defined in Paragraph 4.4.15, Exhibit 2.9 DDI Phase - Legacy CMIPS System Contract Cost, for the duration of the DDI phase.

2.2 DDI Phase Cost Categories

DDI phase costs are those fixed costs paid by the State for material and services necessary for the acquisition, installation and implementation of the proposed products and services, including the following:

1. Hardware Costs. Includes purchase, installation, transportation, licenses, maintenance, and fees for all types of information processing and related equipment, including computer systems, peripherals, auxiliary equipment, environmental conditioning equipment, and security and safety detection equipment. Also includes the costs of software bundled with the hardware, maintenance and fees.

2. Software Costs. Includes the purchase of a perpetual license including installation fees, maintenance, and transportation/insurance charges for all software including system programs, operational software, utilities, applications programs, and all other commercial software supporting CMIPS II that is proposed by the Bidder.

3. Services Costs. Includes all costs for services identified in Section 6, SOW, to be accomplished during the DDI phase of the project.

4. CMIPS II Maintenance. Includes the staff cost required to perform ongoing updates to deliverables during the DDI phase of the CMIPS II application as described in Section 6, SOW, Paragraph 4.3, System Maintenance and Enhancements.

5. Performance Bond. Cost of the Performance Bond defined in Section 5, Administrative Requirements, Paragraph 2.2 Performance Bond.

6. Unanticipated Tasks. Includes the fixed rate charges for Contractor Staff to perform Unanticipated Tasks through the Work Authorization process.

2.3 M&O Phase Cost Categories

M&O phase costs are those costs for the CMIPS II system and services on an ongoing monthly basis that start when the system is fully implemented and is accepted in the Post Statewide Implementation Review. The M&O phase costs end upon Contract expiration or termination. The ongoing costs include the following:

1. Hardware Costs. Includes purchase, installation, transportation, licenses, maintenance, and fees for the maintenance and operation of all types of information processing and related equipment, including computer systems, peripherals, auxiliary equipment, environmental conditioning equipment, and security and safety detection equipment. Also includes the costs of software bundled with the hardware, maintenance and fees.

2. Software Costs. Includes the purchase of a perpetual license including installation fees, maintenance, and transportation/insurance charges for all software, including system programs, operational software, utilities, applications programs, and all other commercial software supporting CMIPS II that is proposed by the Bidder.

3. Operation Services - Fixed-Price. Includes all the services provided during the M&O phase at a fixed price.

4. Operation Services - Fixed-Rate. Includes all the services provided during the M&O phase at fixed rates for services that are volume dependent.

5. CMIPS II Maintenance. Includes the staff cost required to perform ongoing updates to deliverables, including the CMIPS II application during the M&O phase of the project as described in Section 6, SOW, Paragraph 4.3, System Maintenance and Enhancements.

6. Performance Bond. Cost of the Performance Bond defined in Section 5, Administrative Requirements, Paragraph 2.2 Performance Bond.

7.6. Unanticipated Tasks. Includes cost of the fixed rate charges for Contractor Staff to perform Unanticipated Tasks through the Work Authorization process.

The State requires that any discounts offered be reflected in the rates. In addition, for evaluation purposes, ongoing costs include any cost adjustments that are applied on an annual basis, e.g., price escalations and equipment failure costs.

2.4 Cost Terms

The costs for providing the services and goods associated with this RFP are either fixed-price and based on a pre-specified scope, or fixed-rate and based on actual volume of services provided.

2.4.1 Fixed-Price

The Bidder costs during the DDI phase are primarily fixed-price. The Bidder shall provide a one-time fixed price for all the costs associated with Section 6, Statement of Work for the total DDI phase with subtotals for hardware and software (Section 6, SOW, Paragraph 5.7, Hardware and Software and Section 11, Paragraph 67, Equipment), performance bond (Section 11, Paragraph

89.7, Performance Bond), and services for the following sub-phases (Section 6, SOW, Paragraph 3.2.1, Schedule and Budget Management, and Paragraph 5.3.4.3, Milestone Reviews):

1. System Requirements Validation Phase measured by the System Requirements Validation Review

2. General System Design Phase measured by the General System Design Review

3. Detailed System Design Phase measured by the Detailed Design Review

4. Coding and Documentation Phase measured by the Coding and Documentation Review

5. Integration Test Phase measured by the Integration Test Review

6. Functional Test Phase measured by the Functional Test Review

7. User Acceptance Test Phase measured by the User Acceptance Test Review

8. Pilot Operation Phase measured by the Pilot Operation Review

9. Release Readiness Phase measured by the Release Readiness Review

10. Site Deployment Phase measured by the Post Site Implementation Reviews (per site and County) with fixed-price subtotals for each County implementation

For the M&O phase, the Bidder shall provide a fixed-price per year for the ongoing costs associated with the Contracts (Section 6, SOW, Paragraph 3.2.1, Schedule and Budget Management) for hardware and software (Section 6, SOW, Paragraph 5.7 Hardware and Software and Section 11, Paragraph 67, Equipment), performance bond (Section 11, Paragraph 8.7, Performance Bond), and services to include:

1. Project Management (Section 6, SOW, Paragraph 3) to include:
   a. Project Planning (Section 6, SOW, Paragraph 3.1)
   b. Control Processes (Section 6, SOW, Paragraph 3.2)
   c.Project Initiation (Section 6, SOW, Paragraph 3.3)
   d.c.Project Closeout (Section 6, SOW, Paragraph 3.4)

2. System Operations Administration (Section 6, SOW, Paragraph 4.4)
   a. System Operation Planning (Section 6, SOW, Paragraph 4.4.1)
   b. Data Distribution (Section 6, SOW, Paragraph 4.4.2)
   c. Capacity Planning and Management (Section 6, SOW, Paragraph 4.4.3)
   d. Operations Management (Section 6, SOW, Paragraph 4.4.4)
   e. System Security (Section 6, SOW, Paragraph 4.4.5)
   f. Backup and Recovery (Section 6, SOW, Paragraph 4.4.6)
   g. Data Archive (Section 6, SOW, Paragraph 4.4.7)
   h. Disaster Recovery (Section 6, SOW, Paragraph 4.4.8)
   i. Customer Service/Help Desk (Section 6, SOW, Paragraph 4.4.9)
   j. System Administration Reporting and Metrics (Section 6, SOW, Paragraph 4.4.10)
   k. Statewide Implementation (Section 6, SOW, Paragraph 4.5) to include:
      i) Training Planning (Section 6, SOW, Paragraph 4.5.4.4.1)
      ii) Public Outreach (Section 6, SOW, Paragraph 4.5.4.6)

3. Personal Care Services Program/In-Home Supportive Services Independence Plus Waiver/In-Home Supportive Services Residual (PCSP/IPW/IHSS-R) Program Support (Section 6, SOW, Paragraph 4.6) to include:

   a. Program Support Planning (Section 6, SOW, Paragraph 4.6.1)

   b. Case Management Services (Section 6, SOW, Paragraph 4.6.2)

   c. Payroll Processing Services (Section 6, SOW, Paragraph 4.6.3) to include:

      i) Daily Processing (Section 6, SOW, Paragraph 4.6.3.1)

      ii) Taxes (Section 6, SOW, Paragraph 4.6.3.2)

      iii) W-2 Processing (Section 6, SOW, Paragraph 4.6.3.3)

      iv) Warrant Problem Management (Section 6, SOW, Paragraph 4.6.3.6)

   d. Program Integrity Services (Section 6, SOW, Paragraph 4.6.4)

   e. Funding Source Management (Section 6, SOW, Paragraph 4.6.5)

   f. Website Management (Section 6, SOW, Paragraph 4.6.6)

   g. Forms Support (Section 6, SOW, Paragraph 4.6.7)

   h. Reporting Support (Section 6, SOW, Paragraph 4.6.8)

   i. California Department of Social Services (CDSS) Adult Programs Branch (APB) Infrastructure Support (Section 6, SOW, Paragraph 4.6.10)

   j. Program Support Reporting and Metrics (Section 6, SOW, Paragraph 4.6.12)

4. Supporting Processes (Section 6, SOW, Paragraph 5)

   a. Communication (Section 6, SOW, Paragraph 5.1)

   b. Documentation Management (Section 6, SOW, Paragraph 5.2)

   c. Configuration Management (Section 6, SOW, Paragraph 3.2.6)

   d. Quality Management (Section 6, SOW, Paragraph 5.3)

   e. Issue Management (Section 6, SOW, Paragraph 3.2.4)

   f. Subcontractor Management (Section 6, SOW, Paragraph 5.4)

   g. Process Improvement (Section 6, SOW, Paragraph 5.5)

   h. Software Maintenance (Section 6, SOW, Paragraph 5.7.3).

For System Maintenance and Enhancements, the fixed-price provides an annual budget for the services based on the expected number of business changes. For evaluation purposes the Bidder shall use the effort estimates defined in Paragraph 4.5.11, Exhibit 3.5 M&O Phase - Contractor Services - Staff Hourly Rates for Maintenance and Enhancements Instructions.

2.4.2 Fixed-Rate

The Bidder shall provide fixed-rates per month for services that are dependent on the volume of use for both the DDI and M&O Phases. The Bidder is responsible for identifying all fixed-rate costs to ensure there are no other costs involved other than those shown in their proposal. For evaluation purposes, the Bidder shall provide cost per month for ongoing costs in the following categories.

1. System Maintenance and Enhancements (Section 6, SOW, Paragraph 4.3)

2. On-going Training (Section 6, SOW, Paragraph 4.5.4.4.3) per student per course

3. Payroll Processing Services (Section 6, SOW, Paragraph 4.6.3) to include but not limited to:
   a. Withholding Management (Section 6, SOW, Paragraph 4.6.3.4) based on withholdings volume
   b. Liens (Section 6, SOW, Paragraph 4.6.3.5) based on lien volume
   c. Timesheet Processing (Section 6, SOW, Paragraph 4.6.3.7) based on timesheet volume.
4. Project Service Requests (Section 6, SOW, Paragraph 4.6.9) based on an effort estimate.

2.5   Price Escalation

If a Bidder reserves the right to increase rates at specified times during the term of the Contract, the maximum cost to the State of those increases must be included in the bid cost. The annual escalation rate shall not exceed four percent (4%) per item per year.

2.6   Project Year

Dates in this Section of the RFP are based on Project Year. The first Project Year will begin the day the Contracts is are executed and continue for twelve consecutive months. Every subsequent Project Year will begin on the Contracts Award and Execution date and continue for twelve (12) consecutive months. The Contracts Award and Execution date can be found in Section 1, INTRODUCTION AND OVERVIEW OF REQUIREMENTS, Paragraph 5, Key Action Dates.

3   CONTRACT EXHIBITS

Information from the following exhibits will be taken from the Bidder's Cost Proposal and inserted into the Contract:

- EXHIBIT 1 TOTAL PROPOSAL COST SUMMARY

- EXHIBIT 2 DDI PHASE - TOTAL COST SUMMARY
  - o   Exhibit 2.1 DDI Phase - Hardware Cost by Project Year
  - o   Exhibit 2.1.1 DDI Phase - Hardware Cost Description
  - o   Exhibit 2.2 DDI Phase - Software Cost by Project Year
  - o   Exhibit 2.3 DDI Phase - Contractor Services - Milestones
  - o   Exhibit 2.3.1 DDI Phase - Contractor Services - Statewide Site Implementations
  - o   Exhibit 2.4 DDI Phase - Contractor Services – Staff Hourly Rates for Maintenance and Enhancements
  - o   Exhibit 2.5 DDI Phase - Contractor Services - Staff Hourly Rates for Project Service Requests
  - o   Exhibit 2.6 - DDI Phase - Operations - Fixed-Rate Summary
  - o   Exhibit 2.6.1 DDI Phase - Contractor Services - W-4 Processing
  - o   Exhibit 2.6.2 DDI Phase - Contractor Services - DE-4 Processing
  - o   Exhibit 2.6.3 DDI Phase - Contractor Services - W-5 Processing
  - o   Exhibit 2.6.4 DDI Phase - Contractor Services - Lien Processing

- o   Exhibit 2.6.5 DDI Phase - Contractor Services - Timesheet Processing

- o   Exhibit 2.6.6 DDI Phase - Contractor Services - Direct Deposit Services

- o   Exhibit 2.7.1 DDI Phase - Desktop Computer Unit Cost

- EXHIBIT 3 M&O PHASE - TOTAL COST SUMMARY

  - o   Exhibit 3.1 M&O Phase - Hardware Cost by Project Year

  - o   Exhibit 3.1.1 M&O Phase - Hardware Cost Description

  - o   Exhibit 3.2 M&O Phase - Software Cost by Project Year

  - o   Exhibit 3.3 M&O Phase - Contractor Services - Fixed-Price

  - o   Exhibit 3.4 M&O Phase - Contractor Services - Fixed-Rate Summary

  - o   Exhibit 3.4.1 M&O Phase - Contractor Services - Training

  - o   Exhibit 3.4.2 M&O Phase - Contractor Services - W-4 Processing

  - o   Exhibit 3.4.3 M&O Phase - Contractor Services - DE-4 Processing

  - o   Exhibit 3.4.4 M&O Phase - Contractor Services - W-5 Processing

  - o   Exhibit 3.4.5 M&O Phase - Contractor Services - Lien Processing

  - o   Exhibit 3.4.6 M&O Phase - Contractor Services - Timesheet Processing

  - o   Exhibit 3.4.7 M&O Phase - Contractor Services - Staff Hourly Rates for Project Service Requests

  - o   Exhibit 3.4.8 M&O Phase - Contractor Services - Direct Deposit Services

  - o   Exhibit 3.5 M&O Phase - Contractor Services - Staff Hourly Rates for Maintenance and Enhancements

- EXHIBIT 4 SUBCONTRACTOR AND SMALL BUSINESS ALLOCATIONS

- EXHIBIT 5 DVBE PARTICIPATION

- EXHIBIT 6 LETTER OF PERFORMANCE BONDABILITY

4   COST PROPOSAL INSTRUCTIONS

4.1   General Cost Proposal Instructions

The Bidder shall itemize all costs associated with their proposal including all proposed hardware and software items as identified in Section 9, PROPOSAL FORMAT, Paragraph 6.3, Volume 3 - Cost Proposal.

In order to keep the cost tables easier to read and tally, for cost items requiring a "description" such as hardware, software, and fixed-rate services, the Bidder shall enter the item name and a very brief description in the "description" column of the table and then include a detailed description on a separate page with reference to the source table and line number.

The Bidder shall complete all cost tables shown in the attached Exhibits using the Microsoft (MS) Excel spreadsheets in Artifact 18 - Cost Worksheets. The spreadsheets include automatic

calculations that shall not be altered by the Bidder. The Bidder shall enter data in worksheet cells with blue borders and blue font. If the Bidder requires additional lines in a particular worksheet the Bidder shall insert the required lines and copy any calculations from existing lines. The Bidder must not change the format or calculations within the spreadsheet.

The Bidder shall list all cost items required to meet the requirements of this RFP for their proposed business solution. A separate line should be used for each cost item. If more than one page is required for a cost table, summarize the total costs for the table on the last page.

The Bidder shall insert a tab page labeled with the exhibit number for each cost exhibit.

4.2   Tab 1 Cost Methods and Assumptions

The Bidder shall specify methods, tools, and techniques used to determine project cost as defined in Section 6, SOW, Paragraph, 3.1.4, Budget Planning. The basis of estimation shall be specified to include techniques such as functional sizing, analogy, rule of thumb, or local history and the sources of data. If assumptions are invalid or conflict with the requirements of this RFP, the Bidder's Proposal shall be considered non-responsive.

4.3   Tab 2 Total Proposal Cost Summary Exhibit Instructions

Exhibit 1 Total Proposal Cost Summary displays the cost for each category for the DDI and M&O phases based on totals from referenced tables. The Bidder does not need to enter any information in Exhibit 1; the information is automatically populated from the referenced tables.

Table 1. Exhibit 1 Total Proposal Cost Summary Description

LINE NUMBER	LINE NAME	LINE DESCRIPTION
1	Prime Contracts Cost	Automatically populated. Displays the sum of costs in Exhibit 1 Lines 2-7 for each column. Column 3 displays the DDI phase costs. Column 4 displays M&O costs for the seven-year contracts. Column 5 displays the total costs for the seven-year contracts. Column 6 displays the costs for the potential three one-year contract extensions. Column 7 displays the grand total for the 7-year contracts plus the extensions.
2	Hardware	Automatically populated. Displays the sum of the hardware costs for the DDI phase and M&O phase from Exhibits 2 and 3.
3	Software	Automatically populated. Displays the sum of the software costs for the DDI phase and the M&O phase from Exhibits 2 and 3.
4	Contractor DDI Services	Automatically populated. Displays the sum of the Contractor DDI Services from Exhibit 2.
5	Contractor M&O Services	Automatically populated. Displays the sum of the Contractor maintenance and operations tasks from fixed-rate services from Exhibits 2 and 3.
6	Performance Bond	Automatically populated. Displays the sum of the performance bond cost from Exhibits 2 and 3.
7	Unanticipated Tasks	Automatically populated. Displays the Bidder's proposed cost for Unanticipated Tasks from Exhibits 2 and 3.
8	County Desktop Computer Cost	Automatically populated. Displays the total County desktop computer cost from Exhibit 2.
9	State Data Center	Automatically populated. Displays the sum of the State Data Center

LINE NUMBER	LINE NAME	LINE DESCRIPTION
	Services	Services costs for the DDI and M&O phases from Exhibits 2 and 3.
10	Legacy CMIPS System Contract Cost	Automatically populated. Displays the sum of the Legacy System Contract Costs for the DDI phase from Exhibit 2.
11	Total Proposal Cost	Automatically populated. Displays the total proposal cost summed from Lines 1-10.

4.4   Tab 3 DDI Phase Cost Instructions

The total costs for the DDI phase will be defined using the following Exhibits to include:

- "Exhibit 2 DDI Phase - Total Cost Summary"

- "Exhibit 2.1 DDI Phase - Hardware Cost by Project Year" which breaks down individual hardware component costs by Project Year and is supplemented by:

- "Exhibit 2.1.1 DDI Phase - Hardware Cost Description"

- "Exhibit 2.2 DDI Phase - Software Cost by Project Year" which breaks down individual software component costs by Project Year

- "Exhibit 2.3 DDI Phase - Contractor Services - Milestones" which lists the Contractor fixed price by sub-phase for DDI services and is supplemented by:

- "Exhibit 2.3.1 DDI Phase - Contractor Services - Statewide Site Implementations" which breaks down the implementation services by County

- "Exhibit 2.4 DDI Phase - Contractor Services – Staff Hourly Rates for Maintenance and Enhancements" which lists rates and costs for staffing to be used for system maintenance and enhancements.

- "Exhibit 2.5 DDI Phase - Contractor Services - Staff Hourly Rates for Project Service Requests" which lists rates and costs for staffing to be used for project service requests.

- "Exhibit 2.6 - DDI Phase - Operations - Fixed-Rate Summary", which lists the fixed rate Operations activities and costs that start when the first county is implemented, to include:

  o Exhibit 2.6.1 DDI Phase - Contractor Services - W-4 Processing

  o Exhibit 2.6.2 DDI Phase - Contractor Services - DE-4 Processing

  o Exhibit 2.6.3 DDI Phase - Contractor Services - W-5 Processing

  o Exhibit 2.6.4 DDI Phase - Contractor Services - Lien Processing

  o Exhibit 2.6.5 DDI Phase - Contractor Services - Timesheet Processing

  o Exhibit 2.6.6 DDI Phase - Contractor Services - Direct Deposit Services

- "Exhibit 2.7 DDI Phase - County Desktop Computer Costs" which lists the cost to replace County desktop computers and is supplemented by:

- "Exhibit 2.7.1 DDI Phase - Desktop Computer Unit Cost"

- "Exhibit 2.8 DDI Phase - State Data Center Services Cost Estimate" which lists the State Data Center Services and cost by project year.

  o Exhibit 2.8.1 - DDI Phase - Internet Services Cost Estimate

  o Exhibit 2.8.2 - DDI Phase - Mainframe Services Cost Estimate

  o Exhibit 2.8.3 - DDI Phase - Midrange Server Services Cost Estimate

  o Exhibit 2.8.4 - DDI Phase - Telecom Services Cost Estimate

  o Exhibit 2.8.5 - DDI Phase - Other Services Cost Estimate

  o Exhibit 2.8.6 - DDI Phase - State Data Center Bill of Materials

- "Exhibit 2.9 DDI Phase - Legacy CMIPS System Contract Cost"

4.4.1 Exhibit 2 DDI Phase - Total Cost Summary Instructions

Exhibit 2 DDI Phase - Total Cost Summary lists the total costs for the Contracts during the DDI phase by Project Year.

This Exhibit is a summary sheet. Except for the Performance Bond cost, all values in this Exhibit are forwarded from other detailed Exhibits.

Table 2. Exhibit 2 DDI Phase - Total Cost Summary Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line Number	No entry.
2	Category	No entry. Displays the category of DDI cost.
3	Total Source	No entry. Displays the source of the cost data.
4-7	Cost for Project Year X	Automatically calculated, with the exception of the Performance Bond costs. Displays the total cost from the Exhibit indicated in Column 3 for the cost category by Project Year. No entry for Lines 1-6 and Lines 8-10. This is the total cost of the DDI phase for each Project Year for each cost category. The costs are automatically populated using the information from the Exhibits referenced in Column 3. In Line 7, Performance Bond, enter the cost of the Performance Bond for the DDI phase as specified in Section 5, ADMINISTRATIVE REQUIREMENTS, Paragraph 2.2, Performance Bond. Line 11, Unanticipated Tasks, is automatically calculated as 10% of the Contracts Cost which is the sum of Lines 1-6. Line 12, Total by Year, is also automatically calculated as the sum of Lines 1-11.
8	Total Cost	No entry. Automatically calculated. Sums Columns 4-7. Displays the Total DDI Cost by Category.

4.4.2 Exhibits 2.1 and 2.1.1 DDI Phase- Hardware Cost Instructions

As described in Paragraph 2.1.1, the Bidder Contract Cost includes one-time and ongoing costs for hardware required for the proposed CMIPS II solution except for the hardware provided by and included in the State Data Center rates, hardware provided by and used by the Counties for the County infrastructure, or hardware that is included in any Contractor service rates. Exhibit 2.1 DDI Phase - Hardware Cost by Project Year and Exhibit 2.1.1 DDI Phase - Hardware Cost Description list all hardware to be purchased by the Contractor for the system during the DDI phase categorized by environment (CMIPS II Production Environment, Development Environment, Test Environment), system component, and location. The list of hardware components in Exhibits 2.1 and 2.1.1 shall have a one-to-one correspondence.

Table 3. Exhibit 2.1 DDI Phase - Hardware Cost by Project Year Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line Number	No entry.
2	System Component	No entry. Automatically populated from Exhibit 2.1.1, column 2.
3	Install Location	No entry. Automatically populated from Exhibit 2.1.1,column 5.
4	Line # in Exhibit 2.1.1	No entry. Automatically populated from Exhibit 2.1.1, column 1.
5	One-time or Recurring?	Enter either "One-time" or "Recurring" for the type of hardware cost.
6-7	Install/Initiation Date (MM/YYYY)	Enter the calendar month and year the equipment will be installed or recurring costs are initiated. The format for month is a number from 1 to 12. The format for the year is 20XX.
8-9	Acceptance Milestone (MM/YYYY)	Enter the calendar month and year of the milestone when the hardware is scheduled to be accepted and invoiced in accordance with Section 11, CONTRACT, Paragraph 5~~6~~.3, Invoicing Events. The format for month is a number from 1 to 12. The year format is 20XX.
10, 13, 16, 19	Total Unit Cost	Enter the unit cost of the component in the appropriate Project Year(s). For example, if the DDI phase is only three years, there would be no entry for year four in columns 19-21. For example, if a cost did not start until Year 2 then there would be no entry in Year 1. The total unit cost for the first applicable Project Year shall match the value of the total unit cost in Exhibit 2.1.1, column 11, for the corresponding item. For recurring costs, if the subsequent years costs are different, provide an explanation of the difference as part of the description for Exhibit 2.1.1, column 4. The unit cost for this item includes all discounts, taxes, and documentation costs, if any.
11, 14, 17, 20	Qty	Enter the quantity of this item required for this location for the specified Project Year. The Project Year that the cost applies depends on the acceptance milestone date in Columns 8 and 9. Totals for each Project Year are automatically calculated at the bottom of each column.
12, 15, 18, 21	Cost for Project Year X	No entry. Automatically calculated. Multiplies the total unit cost by the quantity for that Project Year and sums the Project Year Cost.
22	Total Item Cost	No Entry. Automatically calculated. Sums the Project Year Cost columns. Displays the cost for the items for all DDI Project Years.

Table 4. Exhibit 2.1.1 DDI Phase - Hardware Cost Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line Number	No entry.
2	System Component	Enter the system component and subcomponent. Examples of System components include Central Processing, Central Data Storage, WAN, Timesheet Processing, Forms Architecture equipment, etc. Data from this column populates Exhibit 2.1, Column 2.
3	Model Number	Enter the model number of the component.
4	Description	Enter the description of the hardware item being proposed, including the manufacturer's name. Use a separate line for each item required. If additional space is needed, the Bidder includes a detailed description of specifications in a separate table or narrative.
5	Install Location	Enter the name of the location where the equipment will be installed. For example, State Data Center, State Project Office, Counties by name, CDSS APB, or Contractor facility, etc. Data from this column populates Exhibit 2.1, Column 3.
6	Unit Cost	Enter the unit cost for this item including all discounts. Also include documentation costs, if any.
7	Tax Rate	Enter the sales tax rate for the unit, if applicable.
8	Unit Tax	No entry. Automatically calculated. Multiplies the Unit Cost by the Tax Rate.
9	Unit Freight Cost	Enter the unit cost of freight or shipping of the new equipment item such as Freight on Board (FOB) or Destination Charges.
10	Unit Install Cost	Enter the unit cost to install this item at the specified location. The costs shall include the service personnel time, expenses and supplies necessary to retrieve, unpack, move, place, setup, install, connect, check-out and test new hardware components (installation charges), at the computer installation site(s) and to remove and dispose of all dunnage.
11	Total Unit Cost	No entry. Automatically calculated. Sums Columns 6, 8, 9, and 10. Displays the unit cost for this item including all discounts. This is the cost in Exhibit 2.1 for "Total Unit Cost" for the first year it applies; for example if the cost starts in Year 1 then the cost would be entered in Column. 10 of Exhibit 2.1.

4.4.3 Exhibit 2.2 DDI Phase - Software Cost by Project Year Instructions

As described in Paragraph 2.1.1, the Bidder Contract Cost includes one-time and ongoing costs for the software required for the proposed CMIPS II solution except for the software provided by and included in the State Data Center rates, software provided by the Counties for the County infrastructure, or software that is included in any Contractor service rates.. Exhibit 2.2 DDI Phase - Software Cost by Project Year lists all software costs for off-the-shelf operating system and application programs required for the CMIPS II and supporting service tools being proposed. Include those costs for the acquisition of the software for the proposed hardware, if it is not already included in a bundled package. Provide a subtotal for each major system component within an environment (CMIPS II Production Environment, Development Environment, Test Environment), and location, as identified in the Bidder's Architecture Design Specification. The Bidder will purchase all software needed to support the Contracts.

Table 5. Exhibit 2.2 DDI Phase - Software Cost by Project Year Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line Number	No entry.
2	Software Component/Item Description	Enter the description of the software item being proposed, including the manufacturer's name. Group items by components and subcomponents. Use a separate line for each item required. If additional space is needed, the Bidder may include a detailed description of specifications in a separate table or narrative.
3	Location	Enter the name of the location where the software will be installed. The locations types are identified by the entity that owns the facility, which include State Data Center, State Project Office, Counties by name, CDSS APB, or Contractor facility, etc. For example, the Central Processing software to be housed at the State Data Center would have the location of "State Data Center."
4	Host Platform	Enter the hardware platform where the software will be hosted.
5	One-time or Recurring?	Enter either "One-time" or "Recurring" for the type of software cost.
6	Install/Initiation Date (MM/YYYY)	Enter the Project Month and Year the software will be installed or the date a recurring cost is initiated during the DDI phase. The format for month is a number from 1 to 12. The format for the year is 20XX.
7-8	Acceptance Milestone (MM/YYYY)	Enter the month and year of the milestone when the software will be accepted. The format for month is a number from 1 to 12. The format for the year is 20XX.
9	Sales Tax Rate	Enter the sales tax rate for the item, if applicable.
10, 14, 18, 22	Unit Cost (w/o tax)	Enter the unit cost for this item including all discounts. Also include documentation costs, if any.
11, 15. 19. 23	Total Install Cost	Enter the cost to install this item at the specified location. The costs shall include the service personnel time, expenses and supplies necessary to retrieve, unpack, move, place, setup, install, connect, check-out and test new components (installation charges), at the computer installation site(s) and to remove and dispose of all dunnage. The Bidder shall include the number of hours for installation in the description.
12, 16, 20, 24	Qty	Enter the quantity of the item required for that Project Year.
13, 17, 21, 25	Cost for Project Year (tax incl)	No entry. Automatically calculated. Multiplies Unit Cost by tax rate and the quantity for that Project Year and then adds the Total Installation Cost.
26	Total Item Cost	No entry. Automatically calculated. Sums the Cost for Project Year columns. Displays the cost for the item for all DDI phase Project Years.

4.4.4 Exhibit 2.3 DDI Phase - Contractor Services - Milestones Instructions

Exhibit 2.3 DDI Phase - Contractor Services - Milestones identifies the total fixed-price for DDI services for each sub-phase milestone listed in Paragraph 2.4.1, Fixed-Price. The cost includes all system design, development, and implementation activities, program support, and supporting processes.

The cost allocation for each sub-phase shall be within the limits defined in Table 6. In Exhibit 2.3, the Bidder defines the cost for each sub-phase and then the "Proposed Percent of Total DDI

Services Cost" is automatically calculated as the "Sub-phase Cost" divided by the "Total DDI Services" cost from Line 12. For each sub-phase, the "Proposed Percent of Total DDI Services Cost" shall be within thirty percent (30%) of the "Target Percent" value defined in Table 6. For example, the percentage cost due at completion of General System Design review, which indicates a "Target Percent" of 10%, can vary between 7% and 13% (30% of 10% results in a 3% variation). If the Final Proposal is submitted with the cost for any sub-phase that is not within the limits, it will be considered a material deviation.

Table 6. DDI Phase – Milestones

DDI Milestone	Target Percent Of Total DDI Services Cost	Minimum Percent	Maximum Percent
Initiation and System Requirements Validation Review	5%	3.5%	6.5%
General System Design Review	10%	7.0%	13.0%
Detailed Design Review	13%	9.1%	16.9%
Coding and Documentation Review	18%	12.6%	23.4%
Integration Test Review	3%	2.1%	3.9%
Functional Test Review	3%	2.1%	3.9%
User Acceptance Test Review	5%	3.5%	6.5%
Preliminary Pilot Operation Review	8%	5.6%	10.4%
Release Readiness Review	7%	4.9%	9.1%
Post Site Implementation Reviews*	25%	17.5%	32.5%
Post Statewide Implementation Review	3%	2.1%	3.9%

* Sum of the Statewide Site Implementation costs defined in Exhibit 2.3.1.

The cost for the "Post Site Implementation Reviews" (target of twenty-five percent [25%] of the DDI services cost) is the total of the fixed-price costs per County/State implementation defined in Section 6, SOW, Paragraph 4.5.2, Statewide Implementation Planning and Paragraph 4.5.7, County Deployment. Enter the cost per project year assuming an equal dollar amount per quarterly implementation for evaluation purposes (i.e. there are six planned quarterly implementations over an 18 month period so the cost per quarter would be one-sixth of the total cost for the "Post Site Implementation Reviews" and the "Cost for Project Year" in columns 5 through 8 would be the sum of the quarterly implementation costs in that project year). The State's intent is that the first group of counties for the county deployment would "go-live" three months after the Pilot "go-live" date. The 18-month county deployment period begins after the Release Readiness Review, which is two months after the Pilot "go-live" and at least four weeks prior to the "go-live" of the first group of counties for the county deployment. The 18-month county deployment period ends with the Post Statewide Implementation Review, which is two months after "go-live" for the last county group.

The DDI services do not include the cost of system hardware and software. Those costs are defined in Exhibit 2.1 DDI Phase - Hardware Cost by Project Year, and Exhibit 2.2 DDI Phase - Software Cost by Project Year.

The sum of all phases and Project Years shall equal the total fixed-price costs for DDI Contractor services. The sum of the proposed phase percentages shall total 100%.

Table 7. Exhibit 2.3 DDI Phase - Contractor Services – Milestones Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line #	No entry.
2	DDI Phase Milestone	No entry. These are the sub-phases for the DDI phase. The Contractor must group the cost by these sub-phases.
3	Start Date (MM/YYYY)	Enter sub-phase start date in Project Year. The format for month is a number from 1 to 12. The format for the year is 20XX.
4	Milestone Review Date (MM/YYYY)	Enter sub-phase milestone review date in Project Year. The format for month is a number from 1 to 12. The format for the year is 20XX.
5-8	Cost for Project Year X	Enter the cost associated with each indicated DDI sub-phase for the Project Year in which it will be paid.
9	Total Sub-phase Cost	No entry. Automatically calculated. Sums Columns 5-8. Displays the total fixed-price costs for all Project Years by DDI sub-phase.
10	Proposed % of Total DDI Services Cost	No entry. Automatically calculated. Each sub-phase cost in Line 9 is divided by the total cost in Line 9. Displays the percent of total cost.
11	Target Percent	No entry. Displays the percentage of the total cost that must be met for that sub-phase. The range is +/- 30% of the Total DDI Services cost percentage defined in Table 6, DDI Phase - Milestones.
12	Within Target Range?	No entry. Automatically calculated based on a comparison of Columns 10 and 11. Displays whether the cost supplied is within the allowable range as "Yes" or "No."

4.4.5 Exhibit 2.3.1 DDI Phase - Contractor Services - Statewide Site Implementations Instructions

Exhibit 2.3.1 DDI Phase - Contractor Services - Statewide Site Implementations defines the fixed-price percentages associated with deploying CMIPS II in each affected County site, CDSS APB, and the Department of Health Services (DHS) In-Home Operations unit. The percentages are based on the number of users and sites in that County. The number of users and affected sites are available in the Bidder's Library. Exhibit 2.3.1 will be used during contract execution to determine the actual cost to be paid after each quarterly Post Site Implementation Review depending on which counties were implemented in that quarter. Do not modify any column.

4.4.6 Exhibit 2.4 DDI Phase - Contractor Services - Staff Hourly Rates for Maintenance and Enhancements Instructions

Exhibit 2.4 DDI Phase - Contractor Services - Staff Hourly Rates for Maintenance and Enhancements provides an annual cost for the services defined in Section 6, SOW, Paragraph 4.3, System Maintenance and Enhancements. This function includes costs to implement system changes or enhancements due to changes in legislation, policy, or regulations that may occur prior to the conclusion of the DDI phase.

The Bidder shall use the effort estimates distributed among the functional categories in Table 8. The effort estimates increase each year since the cost of system changes increases as the DDI

phase progresses. The total effort (hours) in each category must remain as defined in Exhibit 2.4. The hours should be apportioned across the job classifications to total the category hours. If the sum of the hours provided by the Bidder for the job classifications within a functional category do not sum to the total hours assigned by the State in Year X Effort, the State will calculate the difference in hours and prorate that difference across the job classifications.

The effort apportioned to each job classification by the Bidder shall be consistent with the Bidder's Project Staffing Plan and Master Work Plan. For example, if the Bidder's Project Staffing Plan indicated one full-time Senior Test Engineer and one full-time Entry-level Test Engineer and the Master Work Plan indicated that they both are assigned equally to the tasks for System Testing, then the total hours for the System Testing functional category in Exhibit 2.4 would be split evenly between the two positions.

Table 8. DDI Phase - Maintenance and Enhancements Resource Breakdown

FUNCTIONAL CATEGORY	YEAR 1 EFFORT (HOURS)	YEAR 2 EFFORT (HOURS)	YEAR 3 EFFORT (HOURS)	YEAR 4 EFFORT (HOURS)
Project Management	260	312	562	650
Technical Project Management	260	312	562	650
Systems Analysis	1040	1,248	2,246	2,600
Application Development	1300	1,560	2,808	3,250
System Testing	1040	1,248	2,246	2,600
Implementation	260	312	562	650
Technical Writing	520	624	1,122	1,300
Self-Paced Training Update	260	312	562	650
Total Effort	**4,940**	**5,928**	**10,670**	**12,350**

If more than one job classification is needed for a particular function, such as both a junior and senior technician for the Application Development (Line 9), insert as many rows as needed under the appropriate function. Then copy the calculations from the original classification row to the new row(s).

Table 9. Exhibit 2.4 DDI Phase - Contractor Services - Staff Hourly Rates for Maintenance and Enhancements Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line #	No entry.
2	Functional Category and Job Classification	Functional categories are provided and shall not be changed. The Bidder enters the job classification(s) for the staff member(s) providing the function. If more than one job classification is entered for a functional category, the hours assigned to the classifications in that category must add up to the hours for the overall category.
3	Hourly Rate	Enter the hourly rate for the first year for each job classification.
4	Annual Escalation Rate	Enter the rate in the first field. The rate will be automatically propagated to the lines below it. The annual escalation rate shall not exceed four

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
		percent (4%) per item per year. This is the rate at which the hourly rate will increase on a yearly basis. It will be used to increase the hourly rate for subsequent years.
5, 8, 11, 14	Year X Effort	The total hours per functional category are provided and shall not be changed. The Bidder enters the estimated effort in number of hours for each job classification for the staff member(s) performing each function. The hours for each of the job classifications in that category must equal the functional category total specified by the State.
6, 9, 12, 15	Year X Months	Enter the number of months in the Project Year for the function. Costs begin at Contracts Award and Execution, and end at completion of Post Statewide Implementation Review. For example, if the DDI phase duration was two years and 3 months. The Yr 1 Months would be 12; Yr 2 Months would be 12, and Year 3 Months would be 3. Enter a value in only the first row; the other rows will be automatically updated with that value.
7, 10, 13, 16	Cost for Project Year X	No entry. Automatically calculated. Multiplies the hourly rate by the number of hours prorated by the number of months in the Project Year with the escalation rate applied.
17	Total Cost	No entry. Automatically calculated. Sums the Cost for Project Year columns. Displays the total Project Year costs.

4.4.7 Exhibit 2.5 DDI Phase - Contractor Services - Staff Hourly Rates for Project Service Requests Instructions

Exhibit 2.5 DDI Phase – Contractor Services - Staff Hourly Rates for Project Service Requests establishes job classifications and hourly rates for Project Service Request Tasks, which are effective for the life of the DDI phase and shall also be used for Unanticipated Tasks. When the same job classification is proposed in more than one functional category, the hourly rate shall be consistent in all occurrences and in Exhibit 2.4, Exhibit 3.4.7 and Exhibit 3.5 based on the initial hourly rate and annual escalation rate. For example, the hourly rate for the Project Manager position which is required throughout the contracts should be the hourly rate from Year 1 multiplied by the annual escalation rate for each subsequent year for the remaining nine project years.

For evaluation purposes, the Bidder will provide a cost for Project Service Requests for 1,190 hours of effort per year during the DDI phase.

If more than one job classification is needed for a particular function, such as both a junior and senior technician for the Customer Service/Help Desk (Line 9), insert as many rows as needed under the appropriate function. Then copy the calculations from the original classification row to the new row(s).

The total effort (hours) in each category must remain as defined in Exhibit 2.5. The hours should be apportioned across the job classifications to total the category hours. If the sum of the hours provided by the Bidder for the job classifications within a functional category do not sum to the total hours assigned by the State in Column 4, the State will calculate the difference in hours and prorate that difference across the job classifications. The effort apportioned to each job

classification shall be consistent with the Bidder's Project Staffing Plan for the entire project and with the Master Work Plan for the first two phases of the project (Project Initiation and System Requirements Validation).

Table 10. Exhibit 2.5 DDI Phase - Contractor Services - Staff Hourly Rates for Project Service Requests Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line #	No entry.
2	Functional Category and Job Classification	The functional categories are provided and shall not be changed. The Bidder enters the job classification(s) for the staff member(s) providing the function. If more than one job classification is entered for a functional category, the hours assigned to the classifications in that category must add up to the hours for the overall category.
3	Annual Escalation Rate	Enter the rate in the first field. The rate will be automatically propagated to the lines below it. The annual escalation rate shall not exceed four percent (4%) per item per year. This is the rate at which the hourly rate will increase on a yearly basis. It will be used to increase the hourly rate for subsequent years.
4	Effort (Hours/Yr)	The total hours per functional category are provided and shall not be changed. The Bidder enters the estimated effort in number of hours for each job classification for the staff member(s) performing each function. The hours for each of the job classifications in that category must equal the functional category total specified by the State.
5	Hourly Rate	Enter the hourly rate for the first year for each job classification.
6, 8, 10, 12	Year X Months	Enter the number of months in the Project Year for the function. Costs should begin at Contracts Award and Execution and end at completion of Post Statewide Implementation Review.
7, 9, 11, 13	Cost for Project Year X	No entry. Automatically calculated. Multiplies the effort hours by the hourly rate prorated by the number of months with the escalation rate applied. Displays the calculated Annual Cost.
14	Total Cost	No entry. Automatically calculated. Sums the Cost for Project Year columns. Displays the total Project Year costs.

4.4.8 Exhibit 2.6 - DDI Phase - Operations - Fixed-Rate Summary

Exhibit 2.6 DDI Phase - Operations - Fixed-Rate Summary summarizes the fixed-rate costs from the following supplemental Exhibits:

- Exhibit 2.6.1 DDI Phase - Contractor Services - W-4 Processing
- Exhibit 2.6.2 DDI Phase - Contractor Services - DE-4 Processing
- Exhibit 2.6.3 DDI Phase - Contractor Services - W-5 Processing
- Exhibit 2.6.4 DDI Phase - Contractor Services - Lien Processing
- Exhibit 2.6.5 DDI Phase - Contractor Services - Timesheet Processing
- Exhibit 2.6.6 DDI Phase - Contractor Services - Direct Deposit Services

Each cell in this Exhibit 3.4 is automatically calculated. Do not modify this table.

Table 11. Exhibit 2.6 DDI Phase - Operations - Fixed-Rate Summary Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line #	No entry.
2	Fixed-Rate Service	No entry. The function for each fixed-rate service for DDI phase is listed.
3	Total Source	No entry. Displays the source of the cost data.
4-7	Cost for Project Year X	No entry. Automatically calculated. Displays the cost of each service for the Project Year from Exhibits 2.6.1-2.6.6.
8	Total Cost	No entry. Automatically calculated. Sums the Cost for Project Year columns. Displays the total fixed-rate service cost.

4.4.9 Exhibits 2.6.1, 2.6.2, and 2.6.3 DDI Phase – Contractor Services - W-4 Processing, DE-4 Processing, and W-5 Processing Instructions

Exhibits 2.6.1, 2.6.2, and 2.6.3 establish the unit cost for each type of withholding request described in Section 6, SOW, Paragraph 4.6.3.4, Withholding Management. Enter data in Columns 3 and 4; Column 6 and 7 are automatically calculated.

Table 12. DDI Phase – Contractor Services W-4 Processing, DE-4 Processing, and W-5 Processing Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line #	No entry.
2	Project Year	No entry. Shows the Project Year from 1 to 4.
3	Cost Per Request (W-4, DE-4, W-5)	Enter the unit cost per request for the first year of DDI as applicable.
4	Annual Escalation Rate	Enter the escalation rate as a percent that will be applied to the annual cost for each subsequent year. Enter only the first row. The same rate will apply to all line items. The annual escalation rate shall not exceed four percent (4%) per item per year.
5	Maximum Number of Requests per Month where "request" is either a W-4, DE-4, or W-5	No entry. Displays the estimated maximum number of requests to be processed each month for the indicated Project Year. Do not change these values.
6	Estimated Number in Year	No entry. Automatically calculated from rows 18, 31, 44, and 57. This is the number of requests in the Project Year for the function. The number will depend on the month when the first set of counties are implemented and using CMIPS II. In rows 6 through 57 enter the cumulative number of counties implemented in column 4, "Cumulative Number of Counties Implemented". For planning, the automatic calculation in column 5, "Percent of Max" will be the number of counties implemented divided by 58. The number of requests will be prorated equally per county. For implementation, there are two counties implemented in the Pilot and then the remaining 56 counties go live in six subsequent implementations scheduled quarterly. Assume that CDSS and IHO are implemented with Sacramento County and each PA is implemented with their parent county.

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
		After Pilot Operation there would be 2 counties operational and the Contractor would be processing 3% of the Maximum Number of requests. Then for subsequent implementations: Implementation 1; 11 counties are operational with 19% of max requests Implementation 2; 21 counties are operational with 36% of max requests Implementation 3; 31 counties are operational with 53% of max requests Implementation 4; 40 counties are operational with 69% of max requests Implementation 5; 49 counties are operational with 84% of max requests Implementation 6; 58 counties are operational with 100% of max requests The "Estimated Number of Requests for a Month" in rows 6 through 57, column 6 will be calculated by multiplying the "Maximum Number <*Requests*> per Month" from rows 6 – 57, column 3 by the "Percent of Max" in rows 6-57, column 5. The total "Estimated in Year" in rows 4-6 will be automatically calculated as the sum of the requests per month for the Project Year in rows 18, 31, 44, and 57, column 6.
7	Cost Per Project Year	No entry. Automatically calculated. Multiplies the number of requests per month by the number of months by the cost per request. Displays the total cost of processing.

4.4.10 Exhibit 2.6.4 DDI Phase - Contractor Services - Lien Processing Instructions

Exhibit 2.6.4 DDI Phase - Contractor Services - Lien Processing establishes the unit cost of processing lien requests as defined in Section 6, SOW, Paragraph 4.6.3.5, Liens.

Table 13. Exhibit 2.6.4 DDI Phase - Contractor Services - Lien Processing Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line #	No entry.
2	Project Year	No entry. Shows the Project Year from 1 to 4.
3	Cost Per Request (W-4, DE-4, W-5)	Enter the unit cost per request for the first year of DDI.
4	Annual Escalation Rate	Enter the escalation rate as a percent that will be applied to the annual cost for each subsequent year. Enter only the first row. The same rate will apply to all line items. The annual escalation rate shall not exceed four percent (4%) per item per year.
5	Maximum Number of Liens per Month	No entry. Displays the estimated maximum number of Liens to be processed each month for the indicated Project Year. Do not change these values.
6	Estimated Number in Year	No entry. Automatically calculated from rows 18, 31, 44, and 57. This is the number of requests in the Project Year for the function. The number will depend on the month when the first set of counties are implemented and using CMIPS II. In rows 6 through 57 enter the cumulative number of counties implemented in column 4, "Number of Counties Implemented". For planning, the automatic calculation in column 5, "Percent of Max" will be

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
		the number of counties implemented divided by 58. The number of requests will be prorated equally per county. For implementation, there are two counties implemented in the Pilot and then the remaining 56 counties go live in six subsequent implementations scheduled quarterly. Assume that CDSS and IHO are implemented with Sacramento County and each PA is implemented with their parent county. After Pilot Operation there would be 2 counties operational and the Contractor would be processing 3% of the Maximum Number of requests. Then for subsequent implementations: Implementation 1; 11 counties are operational with 19% of max requests Implementation 2; 21 counties are operational with 36% of max requests Implementation 3; 31 counties are operational with 53% of max requests Implementation 4; 40 counties are operational with 69% of max requests Implementation 5; 49 counties are operational with 84% of max requests Implementation 6; 58 counties are operational with 100% of max requests The "Estimated Number of Requests for a Month" in rows 6 through 57, column 6 will be calculated by multiplying the "Maximum Number <Requests> per Month" from rows 6 – 57, column 3 by the "Percent of Max" in rows 6-57, column 5. The total "Estimated in Year" in rows 4-6 will be automatically calculated as the sum of the requests per month for the Project Year in rows 18, 31, 44, and 57, column 6.
7	Cost Per Project Year	No entry. Automatically calculated. Multiplies the number of requests per month by the number of months by the cost per request. Displays the total cost of processing.

4.4.11 Exhibit 2.6.5 DDI Phase - Contractor Services -Timesheet Processing Instructions

Exhibit 2.6.5 DDI Phase - Contractor Services - Timesheet Processing establishes the unit cost of processing timesheets as defined in Section 6, SOW, Paragraph 4.6.3.7, Timesheet Processing.

Advance Pay is considered part of the timesheet processing. Refer to Artifact #1 for current year Advance Pay volumes. The CMIPS II Contractor can assume a 5% annual growth rate for Advance Pay participation.

The rate established per timesheet for volume ranges for the paper-based timesheets in the "Cost per Timesheet" in columns 3 through 6 shall consider the State objective to offer paperless payroll claim alternatives through a separate contract in the future as defined in Section 6, SOW, Paragraph 4.6.3.7, Timesheet Processing, item 10.

Table 14. Exhibit 2.6.5 DDI Phase - Contractor Services -Timesheet Processing Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line #	No entry.
2	Project Year	No entry. Shows the Project Year from 1 to 4.
3-6	Cost Per Timesheet for	Enter the unit cost per timesheet for each volume range for the Project

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
	<Volume Range>	Year 1. The rate for the Project years 2 through 4 will be automatically calculated based on the annual escalation rate in column 7. The cost per timesheet rate establishes a tiered pricing for timesheets that will be used to invoice each month. For example, if there were 350,000 timesheets processed in a month, then the first 250,000 timesheets would be charged at the "Cost Per Timesheet for the first 250,000 timesheets" (column 3) and the next 100,000 would be charged at the "Cost Per Timesheet for the 250,001 to 500,000 timesheets" (column 4).
7	Annual Escalation Rate	Enter the escalation rate as a percent that will be applied to the annual cost for each subsequent year. Enter only the first row. The same rate will apply to all line items. The annual escalation rate shall not exceed four percent (4%) per item per year.
8	Maximum Number of Timesheets per Month	No entry. Displays the estimated maximum number of timesheets to be processed each month for the indicated Project Year. Do not change these values.
9	Estimated Number in Year	No entry. Automatically calculated from column 6 of rows 18, 31, 44, and 57. This is the number of timesheets in the Project Year for the function. The number will depend on the month when the first set of counties are implemented and using CMIPS II. In rows 6 through 57 enter the cumulative number of counties implemented in column 4, "Number of Counties Implemented". For planning, the automatic calculation in column 5, "Percent of Max" will be the number of counties implemented divided by 58. The number of requests will be prorated equally per county. For implementation, there are two counties implemented in the Pilot and then the remaining 56 counties go live in six subsequent implementations scheduled quarterly. Assume that CDSS and IHO are implemented with Sacramento County and each PA is implemented with their parent county. After Pilot Operation there would be 2 counties operational and the Contractor would be processing 3% of the Maximum Number of requests. Then for subsequent implementations: Implementation 1; 11 counties are operational with 19% of max requests Implementation 2; 21 counties are operational with 36% of max requests Implementation 3; 31 counties are operational with 53% of max requests Implementation 4; 40 counties are operational with 69% of max requests Implementation 5; 49 counties are operational with 84% of max requests Implementation 6; 58 counties are operational with 100% of max requests The "Estimated Number of Requests for a Month" in rows 6 through 57, column 6 will be calculated by multiplying the "Maximum Number <Requests> per Month" from rows 6 – 57, column 3 by the "Percent of Max" in rows 6-57, column 5. The total "Estimated in Year" in rows 4-6 will be automatically calculated as the sum of the requests per month for the Project Year in rows 18, 31, 44, and 57, column 6.
10	Cost Per Project Year	No entry. Automatically calculated from column 15 in rows 18, 31, 44, and 57 for each project year. Displays the total cost of processing. The sum is based on the number of timesheets processed in each price range per month.

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
11	Timesheet Long-Term Storage Cost Per Project Year	Enter the cost per project year for timesheet long term storage as defined in the Section 6, SOW, paragraph 4.6.3.7, Timesheet Processing, item 9 for requirements for storing original, hardcopy timesheets for five and one-half (5.5) years.

4.4.12 Exhibit 2.6.6 DDI Phase - Contractor Services –Direct Deposit Services Instructions

Exhibit 2.6.6 DDI Phase - Contractor Services – Direct Deposit Services establishes the unit cost of Direct Deposit Services for processing and supporting Direct Deposit requests as defined in Section 6, SOW, Paragraph 4.6.3.8 items 1, 2, and 5. The costs shall be based on the number of Direct Deposit Application/Change forms processed.

Note the cost for daily processing of Direct Deposit payment defined in Section 6, Paragraph 4.6.3.8 items 3 and 4 are part the Payroll Processing Services (Section 6, SOW, Paragraph 4.6.3) and shall be included in Exhibit 3.3 DDI Phase - Contractor Services - Fixed-Price. For planning the Bidder may assume 40% of the Providers will use Direct Deposit. Note that since the related customer services activities identified in Paragraph 4.6.3.8, item 5 are part of the Fixed Rate for each Direct Deposit Application/Change form processed; the Contractor shall not charge separately for those customer service activities; charges are only applied when the Direct Deposit Application/Change forms are processed.

Table 15. Exhibit 2.6.6 DDI Phase - Contractor Services - Direct Deposit Forms Processing Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line #	No entry.
2	Project Year	No entry. Shows the Project Year from 1 to 4.
3	Cost Per Request (W-4, DE-4, W-5)	Enter the unit cost per request for the first year of DDI.
4	Annual Escalation Rate	Enter the escalation rate as a percent that will be applied to the annual cost for each subsequent year. Enter only the first row. The same rate will apply to all line items. The annual escalation rate shall not exceed four percent (4%) per item per year.
5	Maximum Number of Requests per Month where "request" is either a W-4, DE-4, or W-5	No entry. Displays the estimated maximum number of requests to be processed each month for the indicated Project Year. Do not change these values.
6	Estimated Number in Year	No entry. Automatically calculated from rows 18, 31, 44, and 57. This is the number of requests in the Project Year for the function. The number will depend on the month when the first set of counties are implemented and using CMIPS II. In rows 6 through 57 enter the cumulative number of counties implemented in column 4, "Number of Counties Implemented". For planning, the automatic calculation in column 5, "Percent of Max" will be the number of counties implemented divided by 58. The number of

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
		requests will be prorated equally per county. For implementation, there are two counties implemented in the Pilot and then the remaining 56 counties go live in six subsequent implementations scheduled quarterly. Assume that CDSS and IHO are implemented with Sacramento County and each PA is implemented with their parent county. After Pilot Operation there would be 2 counties operational and the Contractor would be processing 3% of the Maximum Number of requests. Then for subsequent implementations: Implementation 1; 11 counties are operational with 19% of max requests Implementation 2; 21 counties are operational with 36% of max requests Implementation 3; 31 counties are operational with 53% of max requests Implementation 4; 40 counties are operational with 69% of max requests Implementation 5; 49 counties are operational with 84% of max requests Implementation 6; 58 counties are operational with 100% of max requests The "Estimated Number of Requests for a Month" in rows 6 through 57, column 6 will be calculated by multiplying the "Maximum Number <*Requests*> per Month" from rows 6 – 57, column 3 by the "Percent of Max" in rows 6-57, column 5. The total "Estimated in Year" in rows 4-6 will be automatically calculated as the sum of the requests per month for the Project Year in rows 18, 31, 44, and 57, column 6.
7	Cost Per Project Year	No entry. Automatically calculated. Multiplies the number of requests per month by the number of months by the cost per request. Displays the total cost of processing.

4.4.13 Exhibit 2.7 DDI Phase - County Desktop Computer Costs and Exhibit 2.7.1 DDI Phase –Desktop Computer Unit Cost Instructions

Exhibit 2.7 DDI Phase - County Desktop Computer Costs and Exhibit 2.7.1 DDI Phase –Desktop Unit Computer Cost identify the cost of equipment to be purchased by each County for replacement of desktop equipment. To determine the number of computers that will need replacement in the Counties, the Bidder shall compare the County equipment specification defined in the Bidder's Architecture Design Specification and the current County infrastructure identified in Artifact 8 – County Infrastructure Surveys. Any current County desktop computer that does not meet either the CPU clock speed or Memory requirement of the Bidders solution shall be evaluated as requiring replacement. The Bidder shall add the cost of those desktop systems to the total project cost. Enter only the quantity of computers for each County in Column 3. Columns 4 and 5 are automatically calculated.

Exhibit 2.7.1 DDI Phase – Desktop Computer Unit Cost, identifies the unit cost for each type of computer component, as defined in Section 6, SyRS, Paragraph 7.2.1, Workstation Configuration. Exhibit 2.7.1 displays each component and Unit Cost for the workstation that meets the CMIPS II workstation requirements for the County users and the equivalent users at the CDSS APB. The components and cost shall be the same as the equivalent desktop equipment defined for the CDSS APB hardware purchase in Exhibit 2.1 and Exhibit 2.1.1.

The Local Area Network (LAN) costs are not part of this Exhibit.

Table 16. Exhibit 2.7 DDI Phase - County Desktop Computer Costs Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line #	No entry.
2	Location	No entry. The name of the County to which the component costs apply.
3	Quantity	Enter the number of desktop systems that must be replaced in the County.
4	Desktop System Cost	No entry. Automatically populated from Exhibit 2.7.1, Column 4 total.
5	Total County Cost	No entry. Automatically calculated. Multiplies the quantity by the desktop system cost. Displays the total cost for the County computers.

Exhibit 2.7.1 DDI Phase - Desktop Computer Unit Cost defines the specification and unit cost for the desktop systems. The Unit Cost for each component is used to calculate the Desktop System Cost in Exhibit 2.7.

Table 17. Exhibit 2.7.1 DDI Phase - Desktop Computer Unit Cost Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line #	No entry.
2	Desktop Component	No entry. The name of the component.
3	Description/Specification	Enter a very brief description and specification of the component.
4	Unit Cost	Enter the price for each unit. Sums the column. Data from this column populates Exhibit 2.7, Column 4.

4.4.14 Exhibit 2.8 DDI Phase - State Data Center Services Instructions

Exhibit 2.8 - DDI Phase - State Data Center Service Cost Estimate lists the State Data Center Services with their associated costs to support the CMIPS Contracts. The State Data Center Cost Estimate includes services for both the State Data Center Services and Network Services, as described in the Artifact 17 - State Data Center Service Standards and further detailed in Artifact 15A – State Data Center Statement of Work and Artifact 15B –Network Services Statement of Work. However, the Bidder shall not include the cost for the State Data Center services in Exhibit 2.8 for Disaster Recovery defined in Artifact 17 - State Data Center Service Standards Paragraph 4.1.16, Disaster Recovery; the Bidder shall still include the cost for the supporting Bidder services for Disaster Recovery defined in Section 6, Statement of Work, Paragraph 4.4.8, Disaster Recovery as part of the cost in Exhibit 2.3.

The Bidder shall identify the specific State Data Center services required to support the proposed CMIPS II solution based on the service descriptions provided in Artifact 17 - State Data Center Service Standards. The Bidder shall calculate the cost for the State Data Center Services based on the rates in Artifact 21 – DTS Cannery Campus Rates Schedule, Artifact 22 – DTS Cannery Campus Rates Guide, and Artifact 23 – DTS Gold Camp Campus Rates Guide available in the Bidder's Library. In general, the Bidder shall use the rates in Artifact 21 – DTS Cannery Campus Rates Schedule. However, DTS can direct all the Bidders to use a rate in Artifact 23 – DTS Gold Camp Campus Rates Guide for specific services; for example, if the service is not available in the Artifact 21 then the Bidders could be directed to use a rate in Artifact 23. The Bidder can

propose technology that is not currently supported by the State Data Center where there are no established rates in the "Base Rate Schedule" in either Artifact 21 or 23. In that case, the Bidder would work with the State Data Center Project Manager to determine if the State Data Center can accommodate the request and, if so, the data center would quote a rate based on an equivalent service.

Some of the State Data Center rates include purchase, installation, maintenance, and technology refresh of hardware and software that support the requested service. In that case, the State Data Center provides a Bill of Materials to list the hardware and software included with that service.

If the Bidder requires additional information about State Data Center Services, the Bidder shall contact the DGS Procurement Official listed in Section 1, INTRODUCTION AND OVERVIEW OF REQUIREMENTS, Paragraph 3, Procurement Official to request the information or to schedule confidential discussions with the State Data Center Project Manager. The Bidder shall not directly contact any State Data Center personnel unless such contact is explicitly scheduled through the DGS Procurement Official.

The proposed State services shall be consistent with the Bidder's System Architecture Design Specification, Capacity Management Plan, Project Master Plan, and Master Work Plan.

Table 18. Exhibit 2.8 DDI Phase - State Data Center Services Cost Estimates

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	State Data Center Service	No entry. Lists the State Data Center Service Cost Categories
2-5	Project Year X Total Cost	No entry. Automatically populates annual service costs for the DDI phase from Exhibits 2.8.1 through 2.8.5.
6	DDI Phase Total Cost	No entry. Automatically sums costs from columns 2 through 5.

Table 19. Exhibits 2.8.1- 2.8.5 DDI Phase – Data Center Cost Estimates by Service

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line #	No entry.
2	Invoice Category	Enter the invoice category for the State Data Center Service available in Artifact 21 – DTS Cannery Campus Rates Schedule, Artifact 22 – DTS Cannery Campus Rates Guide, and Artifact 23 – DTS Gold Camp Campus Rates Guide available in the Bidder's Library.
3	Service Description	Enter the service required using the name listed in the State Data Center Service Offering defined in Artifact 17 – State Data Center Service Standards. Enter the description of the State Data Center Service to be performed, including the unit type as appropriate in the categories for One-time, Continuing-Monthly or Continuing-Yearly. . Use a separate line for each item required. Note: The Bidder has the option of housing development and/or testing hardware that will continue to be used in the M&O phase at the State Data Center or the CMIPS Project Office site. If the Bidder proposes development and/or testing hardware to be housed at the State Data Center

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
		or the CMIPS Project Office site, the Bidder may provide Bidder staff to operate and maintain that equipment and in that case the Bidder would use their internal rate structure to determine the cost of that service. The Bidder also has the option of using State IT support for any equipment housed at the State Data Center or the CMIPS Project Office, in that case, the Bidder shall use the Health and Human Services Data Center rates to compute the associated cost for that service.
4	Start Date (MM/YYY)	Enter the estimated initial start date for the service. The format for month is a number from 1 to 12, The format for the year is 20XX.
5, 10, 15, 20	Quantity	Enter the quantity of the service required. For one-time costs, it is the quantity for that instance; for continuing monthly costs, it is the quantity per month; for continuing yearly costs, it is the annual quantity.
6, 11, 16, 21	Unit Cost	Enter the cost of the service per unit.
7, 12, 17, 22	Total Cost (Annual or Monthly)	No entry. Automatically calculated. Multiplies the unit cost by the quantity of service.
8, 13,18, 23	Num of Months	Enter the number of months in the Project Year that the service will be used. For example, if the DDI phase ends in the middle of the fourth Project Year, the number of months for Year 4 would be 6. The month is a number between 1 and 12 and applies only to the continuing monthly costs.
9, 14, 19, 24	Annual Total Cost	No entry. Automatically calculated. Multiplies the number of months of service in the Project Year by the Monthly Total Cost. Displays the Annual Total Cost.
25	DDI Phase Total	No entry. Automatically calculated. Sums the Project Year costs for that service category. Displays the total for DDI Phase costs for that service.
Col 1-3, Lines 28-32	DDI Phase Total by Year	No entry. Automatically calculated. Sums the costs for each project year and the entire DDI phase.

For evaluation purposes, use Exhibits 2.4.8.1 and 2.4.8.2 to calculate the telecom costs for the Wide Area Network (WAN). There is no data entry for Exhibit 2.4.8.1 which automatically calculates the one-time and monthly telecom costs per invoice category based on the bandwidth and type of connections identified in Exhibit 2.4.8.2 for each county.

Table 20. Exhibits 2.8.4.2 DDI Phase – Telecom Services Cost by County

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
(1)	Line #	No entry.
(2)	Statewide Implementation Entity	No entry. Lists the 58 counties for implementation.
(3)	Bandwidth (K)	Enter the estimated total bandwidth requirement from the State Data Center to the single County Point of Presence (POP).
(4)	56 k Qty	Enter the number of 56k connections for the county. The quantity may be zero.

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
(5)	56 k One-Time Cost	No entry. Automatically calculates the one-time cost based on the Qty in Column (4) and the Rate in Exhibit 2.8.4.1.
(6)	56 k Monthly Cost	No entry. Automatically calculates the monthly cost based on the Qty in Column (4) and the Rate in Exhibit 2.8.4.1.
(7)	56 k InterLATA Costs	No entry. Automatically calculates the monthly cost based on the Bandwidth in Column (3), and the Rate per 4K in Exhibit 2.8.4.1.
(8)	T-1 Qty	Enter the number of T-1 connections for the county. The quantity may be zero.
(9)	T-1 One-Time Cost	No entry. Automatically calculates the one-time cost based on the Qty in Column (8) and the Rate in Exhibit 2.8.4.1.
(10)	T-1 Monthly Cost	No entry. Automatically calculates the monthly cost based on the Qty in Column (8) and the Rate in Exhibit 2.8.4.1.
(11)	T-1 InterLATA Costs - 4K - 256K	No entry. Automatically calculates the monthly cost based on the Bandwidth in Column (3), and the Rate per 4K in Exhibit 2.8.4.1.
(12)	T-1 InterLATA Costs - 260K - 768K	No entry. Automatically calculates the monthly cost based on the Bandwidth in Column (3), and the Rate per 4K in Exhibit 2.8.4.1.
(13)	T-1 InterLATA Costs - 772K and above	No entry. Automatically calculates the monthly cost based on the Bandwidth in Column (3), and the Rate per 4K in Exhibit 2.8.4.1.
(14)	T-3 Qty	Enter the number of T-3 connections for the county. The quantity may be zero.
(15)	T-3 One-Time Cost	No entry. Automatically calculates the one-time cost based on the Qty in Column (14) and the Rate in Exhibit 2.8.4.1.
(16)	T-3 Monthly Cost	No entry. Automatically calculates the monthly cost based on the Qty in Column (14) and the Rate in Exhibit 2.8.4.1.
(17)	T-3 InterLATA Costs	No entry. Automatically calculates the monthly cost based on the Bandwidth in Column (3), and the Rate per 4K in Exhibit 2.8.4.1.

For Exhibit 2.8.6 - DDI Phase - State Data Center Bill of Materials, the Bidder shall contact the DGS Procurement Official to request a Bill of Materials from the State Data Center or to request additional information about the Data Center Services. When requesting the Bill of Materials, the Bidder shall provide a list of requested Data Center Services necessary to support their proposed solutions along with utilization, specifications, capacity, and expected dates for service initiation, increases/decreases, and termination. The Bidder shall include the Bill of Material provided by DTS as Exhibit 2.8.6.

Table 21. Exhibit 2.8.6 - DDI Phase - State Data Center Bill of Materials

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line #	No entry.
2	Exhibit Reference (Exhibit x.x.x, Line x)	No entry. DTS provides a reference to the Exhibit and Line number from Exhibits 2.8.1 through 2.8.5 for the State Data Center Service identified in Column 3.
3	State Data Center Service	No entry. DTS identify the State Data Center Service that the Bill of

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
		Materials applies to.
4	Bill of Materials	No entry. DTS enters the Bill of Materials for the service identified in Column 3. Identify the hardware and software configuration to be used to support the service that lists the components including description, model, size, quantity, capacity, etc.

4.4.15 Exhibit 2.9 DDI Phase - Legacy CMIPS System Contract Cost

For cost evaluation purposes, the Bidder shall include the cost of the legacy system for the DDI phase. The Bidder shall add in seven hundred fifty thousand dollars ($750,000) representing legacy system M&O costs for each month for the duration of Design and Development Phase which is defined as the time from the Project Start through the Pilot Operation Review as shown in Exhibit 2.3, DDI Phase - Contractor Services – Milestones in lines 1 and line 8, respectively.

The Bidder shall also include a declining cost of the legacy system for the Implementation Phase which is defined as the time from Pilot Operation Review through Statewide Implementation Review as shown in Exhibit 2.3, DDI Phase - Contractor Services – Milestones in lines 8 and 11, respectively. To take into account legacy CMIPS processing cost reductions that would result from successive county-by-county CMIPS II production implementation, the Bidder shall uniformly decrease the monthly legacy CMIPS M&O cost starting in the first full calendar month of production operation following the Pilot Operation Review Milestone and continuing down to zero in the calendar month of statewide production operation with the Post Statewide Implementation Review Milestone. During that period, each successive month's legacy system cost is:

> = Previous Month Cost – ($750,000 / Months of Implementation)

Table 22. Exhibit 2.9 DDI Phase - Legacy CMIPS System Contract Cost Instructions

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line #	No entry.
2	DDI Phase Milestone	No entry. These are the sub-phases for the Development and Design and for Implementation. The Contractor must group the cost by these sub-phases.
3	Start Date (MMM-YY)	Enter the project start date in MMM-YY format. This date shall match the date in line 1, column 3 of Exhibit 2.3 - DDI Phase - Contractor Services – Milestones.
4	End Date (MMM-YY)	Enter the date in MMM-YY format for the Pilot Operation Review milestone. This date shall match the date in line 8, column 4 of Exhibit 2.3 - DDI Phase - Contractor Services – Milestones.
5	Total Duration in Months	Enter the duration of each phase in months.
6, 8, 10, 12	Year X Months	Enter the number of months in the Project Year for the phase.
7, 9, 11,	Cost for Project Year X	For line 1, no entry. Automatically calculated. Multiplies the number of

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
13		months for the Project Year by $750,000. For line 2, enter the total cost of Implementation for the Project Year as a sum of the associated monthly cost from the table below in Exhibit 2.9.
14	Total Cost	No entry. Automatically calculated. Sums the Cost for Project Year columns. Displays the total Project Year costs.

4.5   Tab 4 M&O Phase Cost Instructions

The total costs for the M&O phase will be determined using the following Exhibits:

- "Exhibit 3 M&O Phase - Total Cost Summary" summarizes the total cost for the M&O phase for all cost categories

- "Exhibit 3.1 M&O Phase - Hardware Cost by Project Year" lists the hardware costs grouped by subsystem and is supplemented by:

- "Exhibit 3.1.1 M&O Phase - Hardware Cost Description"

- "Exhibit 3.2 M&O Phase - Software Cost by Project Year" lists the software costs grouped by subsystem

- "Exhibit 3.3 M&O Phase - Contractor Services - Fixed-Price" lists the total fixed-price operational services

- "Exhibit 3.4 M&O Phase - Contractor Services - Fixed-Rate Summary" summarizes the fixed-rate costs from the supplemental exhibits, which include the following:

  o "Exhibit 3.4.1 M&O Phase - Contractor Services - Training"

  o "Exhibit 3.4.2 M&O Phase - Contractor Services - W-4 Processing"

  o Exhibit 3.4.3 M&O Phase - Contractor Services - DE-4 Processing"

  o "Exhibit 3.4.4 M&O Phase - Contractor Services - W-5 Processing"

  o "Exhibit 3.4.5 M&O Phase - Contractor Services - Lien Processing"

  o Exhibit 3.4.6 M&O Phase - Contractor Services - Timesheet Processing"

  o "Exhibit 3.4.7 M&O Phase - Contractor Services - Staff Hourly Rates for Project Service Requests"

- "Exhibit 3.5 M&O Phase - Contractor Services - Staff Hourly Rates for Maintenance and Enhancements" shows the maintenance costs

- "Exhibit 3.6 M&O Phase - State Data Center Services Cost Estimate" summarizes the cost of services at the State Data Center.

  o Exhibit 3.6.1 - M&O Phase - Internet Services Cost Estimate

  o Exhibit 3.6.2 - M&O Phase - Mainframe Services Cost Estimate

  o Exhibit 3.6.3 - M&O Phase - Midrange Server Services Cost Estimate

  o Exhibit 3.6.4 - M&O Phase - Telecom Services Cost Estimate

o Exhibit 3.6.5 - M&O Phase - Other Services Cost Estimate

o Exhibit 3.6.6 - M&O Phase - State Data Center Bill of Materials

4.5.1 Exhibit 3 M&O Phase - Total Cost Summary Instructions

Exhibit 3 M&O Phase - Total Cost Summary lists the total cost for the Contracts during the M&O phase by Project Year.

This exhibit is a summary sheet. Except for the Performance Bond cost, all values in this Exhibit are forwarded from other detailed Exhibits.

Table 23. Exhibit 3 M&O Phase - Total Cost Summary Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line #	No entry.
2	Category	No entry. Displays the category of M&O cost.
3	Total Source	No entry. Displays the source of the cost data.
4-11	Cost for Project Year X	Automatically calculated, with the exception of Performance Bond cost in row 6. Displays the total cost from the Exhibit indicated in Column 3 for the cost category by Project Year. In Line 6, Performance Bond, enter ~~the cost of~~zero for the Performance Bond for the M&O phase~~, if it is applicable,~~ as specified in Section 5, ADMINISTRATIVE REQUIREMENTS, Paragraph 2.2, Performance Bond. ~~Note that if the Bidder chooses to use an Irrevocable Letter of Credit for the M&O phase instead of a Performance Bond, then there would be no cost for this item.~~ Line 8, Unanticipated Tasks, is automatically calculated as 10% of the Contract cost which is the sum of Lines 1-6.
12	Total Cost	No entry. Automatically calculated. Sums Columns 4-11. Displays the Total M&O Cost by Category.

4.5.2 Exhibits 3.1 and 3.1.1 M&O Phase- Hardware Cost Instructions

Exhibit 3.1 M&O Phase - Hardware Cost by Project Year and Exhibit 3.1.1 M&O Phase - Hardware Cost Description list all hardware to be purchased by the Contractor for the system during the M&O phase categorized by environment (CMIPS II Production Environment, Development Environment, Test Environment), system component and location. As described in Paragraph 2.1.1, the Bidder Contracts Cost includes one-time and ongoing costs for hardware required for the proposed CMIPS II solution except for the hardware included in the State Data Center rates, hardware provided by the Counties for the County infrastructure or hardware that is included in any Contractor service rates. The list of hardware components in Exhibit 3.1 and 3.1.1 shall have a one-to-one correspondence.

Table 24. Exhibit 3.1 M&O Phase - Hardware Cost by Project Year Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line Number	No entry.
2	System Component	No Entry. Automatically populated from Exhibit 3.1.1, column 2
3	Install Location	No Entry. Automatically populated from Exhibit 3.1.1, ,column 5
4	Line # in Exhibit 3.1.1	No entry. Automatically populated from Exhibit 3.1.1, column 1.
5	One-time or Recurring?	Enter either "One-time" or "Recurring" for the type of hardware cost.
6-7	Install/Initiation Date– (MM/YYYY)	Enter the calendar month and year the equipment will be installed or recurring costs are initiated. The format for month is a number from 1 to 12. The format for the year is 20XX.
8, 11, 14, 17, 20, 23, 26, 29	Total Unit Cost	Enter the unit cost of the component in the appropriate Project Year(s). For example, if a cost did not start until Year 5 then there would be no entry in Year 3 or 4. The total unit cost for the first applicable year of the M&O phase shall match the value of the total unit cost in Exhibit 3.1.1 column 11. For recurring costs, if the subsequent years cost is different, provide an explanation of the difference as part of the description for Exhibit 3.1.1, column 4. The unit cost for this item includes all discounts, taxes, and documentation costs, if any.
9, 12, 15, 18, 21, 24, 27, 30	Qty	Enter the quantity of this item required for this location.
10, 13, 16, 19, 22, 25, 28, 31	Cost for Project Year X	No entry. Automatically calculated. Multiplies the unit cost by the quantity in the previous two columns. Displays the total cost per year.
32	Total Item Cost	No entry. Automatically calculated. Sums the Project Year Cost columns. Displays the total item cost for each year of the M&O phase.

Table 25. Exhibit 3.1.1 M&O Phase - Hardware Cost Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line Number	No entry.
2	System Component	Enter the system component and subcomponent. Examples of System components include Central Processing, Central Data Storage, WAN, Timesheet Processing, Forms Architecture equipment, etc. Data from this column populates Exhibit 3.1, Column 2.
3	Model Number	Enter the model number of the component.
4	Description	Enter the description of the hardware item being proposed, including the manufacturer's name. Use a separate line for each item required. If additional space is needed, the Bidder may include a detailed description of specifications in a separate table or narrative.
5	Install Location	Enter the name of the location where the equipment will be installed. For example, State Data Center, State Project Office, Counties by Name, CDSS APB, or Contractor facility, etc. Data from this column populates

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
		Exhibit 3.1, Column 3.
6	Unit Cost	Enter the unit cost for this item including all discounts and applicable taxes. Also include documentation costs, if any.
7	Tax Rate	Enter the sales tax rate for the unit, if applicable.
8	Unit Tax	No entry. Automatically calculated. Multiplies Unit Cost by the Tax Rate.
9	Unit Freight Cost	Enter the unit cost of freight or shipping of the new equipment item such as Freight on Board (FOB) or Destination Charges.
10	Unit Install Cost	Enter the unit cost to install this item at the specified location. The costs shall include the service personnel time, expenses and supplies necessary to retrieve, unpack, move, place, setup, install, connect, check-out and test new hardware components (installation charges), at the computer installation site(s) and to remove and dispose of all equipment dunnage.
11	Total Unit Cost	No entry. Automatically calculated. Sums Columns 6, 8, 9 and 10. Displays the total unit cost for this item including all discounts.

4.5.3 Exhibit 3.2 M&O Phase - Software Cost by Project Year Instructions

Exhibit 3.2 M&O Phase - Software Cost by Project Year lists all software costs required for the system during the M&O phase categorized by environment (CMIPS II Production Environment, Development Environment, Test Environment), system component, and location. Software cost shall include installation. As described in Paragraph 2.1.1, the Bidder Contracts Cost includes one-time and ongoing costs for the software required for the proposed CMIPS II solution except for the software included in the State Data Center rates, software provided by the Counties for the County infrastructure or software that is included in any Contractor service rates.

Table 26. Exhibit 3.2 M&O Phase - Software Cost by Project Year Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line #	No entry.
2	Software Component/Item Description	Enter the description of the software item being proposed, including the manufacturer's name. Group items by components and subcomponents. Use a separate line for each item required. If additional space is needed, the Bidder may include a detailed description of specifications in a separate table or narrative.
3	Install Location	Enter the name of the location where the software will be installed. For example, State Data Center, State Project Office, Counties by name, CDSS APB, or Contractor facility, etc.
4	Host Platform	Enter the hardware platform where the software will be hosted.
5	One-time or Recurring?	Enter either "One-time" or "Recurring" for the type of software cost.
6	Install/Initiation Date (MM/YYYY)	Enter the Project Month and Year the software will be installed or the date a recurring cost is initiated during the M&O phase. The format for month is a number from 1 to 12. The format for the year is 20XX.
7	Sales Tax Rate	Enter the sales tax rate for the item, if applicable.
8, 12,16,20,24	Unit Cost (w/o tax)	Enter the unit cost for this item including all discounts. Also include

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
,28,32,36		documentation costs, if any.
9,13,17,21, 25,29,33,37	Install Cost	Enter the cost to install this item at the specified location. The costs shall include the service personnel time, expenses and supplies necessary to retrieve, unpack, move, place, setup, install, connect, check-out and test new components (installation charges), at the computer installation site(s) and to remove and dispose of all dunnage. The Bidder shall include the number of hours for installation in the description.
10,14,18,22 ,26,30,34,3 8	Qty	Enter the quantity of the item required for that Project Year.
11,15,19,23 ,27,31,35,3 9	Cost for Project Year X	No entry. Automatically calculated. Multiplies the unit cost by the tax rate by the quantity for each Project Year and then adds the Total Installation Cost. Displays the total cost per year.
40	Total Cost	No entry. Automatically calculated. Sums the Project Year Costs columns. Displays the total item cost for all M&O phases.

4.5.4 Exhibit 3.3 M&O Phase - Contractor Services - Fixed-Price Instructions

Exhibit 3.3 M&O Phase - Contractor Services - Fixed-Price provides a total fixed-price cost per Project Year for the operations services defined in Paragraph 2.4.1, Fixed-Price to be delivered during the M&O phase.

Depending on the Bidder's proposed schedule, M&O may not start in Year 3. If DDI takes a full three years, for example, the Cost for Year 3, in Column 5 will be zero.

Table 27. Exhibit 3.3 M&O Phase - Contractor Services- Fixed-Price Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line #	No entry.
2	Fixed-price Service	No entry. The services for each fixed-price service for M&O phase is listed and described in Paragraph 2.4.1, Fixed-Price. Do not change the categories.
3	Cost Per Month	Enter the cost per month of the Service.
4	Annual Escalation Rate	Enter the escalation rate as a percent that will be applied to the annual cost for each subsequent year for each service. The annual escalation rate shall not exceed four percent (4%) per item per year.
5, 7, 9, 11, 13, 15, 17, 19	Year X Months	Enter the number of months in the Project Year for the service. For example, if the M&O phase starts in the middle of the fourth Project Year (the Project Year starts on the anniversary of the Contracts Award and Execution), the "Yr 3 months" would be zero, "Yr 4 months" would be 6, subsequent years would be twelve. Enter only the first row; the other rows will be automatically updated with that value.

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
6, 8, 10, 12, 14, 16, 18, 20	Cost for Project Year X	No entry. Automatically calculated. Multiplies the cost per month by the number of months with the escalation rate applied. Displays the total cost per year.
21	Total Cost for Service	No entry. Automatically calculated. Sums the Cost for Project Year columns. Displays the total cost for each service over all M&O phase Project Years.

4.5.5 Exhibit 3.4 M&O Phase - Contractor Services - Fixed-Rate Summary Instructions

Exhibit 3.4 M&O Phase - Contractor Services - Fixed-Rate Summary summarizes the fixed-rate costs from the supplemental Exhibits:

- Exhibit 3.4.1 M&O Phase – Contractor Services -Training

- Exhibit 3.4.2 M&O Phase – Contractor Services - W-4 Processing

- Exhibit 3.4.3 M&O Phase – Contractor Services - DE-4 Processing

- Exhibit 3.4.4 M&O Phase – Contractor Services - W-5 Processing

- Exhibit 3.4.5 M&O Phase – Contractor Services - Lien Processing

- Exhibit 3.4.6 M&O Phase – Contractor Services - Timesheet Processing

- Exhibit 3.4.7 M&O Phase – Contractor Services – Staff Hourly Rates for Project Service Requests

- Exhibit 3.4.8 M&O Phase – Contractor Services – Direct Deposit Services

Each cell in this Exhibit 3.4 is automatically calculated. Do not modify this table.

Table 28. Exhibit 3.4 M&O Phase - Contractor Services - Fixed-Rate Summary Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line #	No entry.
2	Fixed-Rate Service	No entry. The function for each fixed-rate service for M&O phase is listed.
3	Total Source	No entry. Displays the source of the cost data.
4-11	Cost for Project Year X	No entry. Automatically calculated. Displays the cost of each service for the Project Year from Exhibits 3.4.1-3.4.8.
12	Total Cost	No entry. Automatically calculated. Sums the Cost for Project Year columns. Displays the total fixed-rate service cost.

4.5.6 Exhibit 3.4.1 M&O Phase - Contractor Services - Training Instructions

Exhibit 3.4.1 M&O Phase - Contractor Services - Training lists the ongoing training costs that support Section 6, SOW, Paragraph 4.5.4.4.3, Ongoing Training.

Note that the self-paced training requirements in Section 6, SOW, Paragraph 4.5.4.4.4 are considered part of the system documentation that will be updated and included in the cost for Exhibit 3.5 M&O Phase - Contractor Services - Staff Hourly Rates for Maintenance and Enhancements. The cost for the fee-based training in Section 6, SOW, Paragraph 4.5.4.4.5 will be part of the Unanticipated Tasks during the Contracts ~~Execution~~Operation; however, for evaluation purposes the Bidder proposal shall include the cost of four "CMIPS II classroom Training" sessions per year. The cost for Training Planning (Section 6, SOW, Paragraph 4.5.4.4.1) and Public Outreach (Section 6, SOW, Paragraph 4.5.4.6) are part of the fixed-price costs in Exhibit 3.3 M&O Phase - Contractor Services - Fixed-Price.

Table 29. Exhibit 3.4.1 M&O Phase - Contractor Services - Training Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line #	No entry.
2	Class Title/Category	No entry. Displays the class name.
3	Number of Sessions/ Year	No entry. Displays the number of training sessions per year.
4	Number of Students Per Session	No entry. Displays the number of students per session to be used in the training cost calculation.
5	Cost Per Session Per Student	Enter the cost per student for the class or class category.
6	Annual Escalation Rate	Enter the escalation rate as a percent that will be applied to the annual cost for each subsequent year. Enter only the first row. The same rate will apply to all line items. The annual escalation rate shall not exceed four percent (4%) per item per year.
7, 9, 11, 13, 15, 17, 19, 21	Year X Months	Enter the number of months in the Project Year for the function. For example, if the M&O phase starts in the middle of the fourth Project Year, the "Yr 3 months" would be zero, "Yr 4 months" would be 6, subsequent years would be twelve. Enter only the first row; the other rows will be automatically updated with that value.
8, 10, 12, 14, 16, 18, 20, 22	Cost for Project Year X	No entry. Automatically calculated. Multiplies the number of sessions per year by the cost per session per student by 20 students with the escalation rate applied. Displays the total cost per year. If the number of months in the Project Year is less than 6, the number of sessions per year is one-half the value in Column 3 except for ongoing project support training in Line 4 which would continue to be 1 session. If the number of months is greater than or equal to 6, the number of sessions is the value in Column 3. For example if the M&O phase starts in the third month of the Project Year (the Project Year starts on the anniversary of the Contracts Award and Execution), there would be ten months of M&O in the Project Year, so the Contractor would provide two "Newcomer Train-the-trainer" sessions in that ten months. If the M&O phase starts in the eighth month of the Project Year, there would be only five months left in that Project Year, so the contractor would provide only one "Newcomer Train-the-trainer" session.
23	Total Cost	No entry. Automatically calculated. Sums the Cost for Project Year columns. Displays the total cost for M&O training.

4.5.7 Exhibits 3.4.2, 3.4.3, and 3.4.4 M&O Phase – Contractor Services - W-4 Processing, DE-4 Processing, and W-5 Processing Instructions

Exhibits 3.4.2, 3.4.3, and 3.4.4 establish the unit cost for each type of withholding request described in Section 6, SOW, Paragraph 4.6.3.4, Withholding Management. Enter data in Columns 3, 4, and 6; Column 7 is automatically calculated.

Table 30. M&O Phase – Contractor Services W-4 Processing, DE-4 Processing, and W-5 Processing Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line #	No entry.
2	Project Year	No entry. Shows the Project Year from 3 to 10.
3	Cost Per Request (W-4, DE-4, W-5)	Enter the unit cost per request for the first year of M&O in Row 1 or 2 as applicable, dependent on when M&O begins. The remaining rows are automatically calculated based on the annual escalation rate in Column 4.
4	Annual Escalation Rate	Enter the escalation rate as a percent that will be applied to the annual cost for each subsequent year. Enter only the first row. The same rate will apply to all line items. The annual escalation rate shall not exceed four percent (4%) per item per year.
5	Number of Requests per Month where "request" is either a W-4, DE-4, or W-5	No entry. Displays the estimated number of requests to be processed each month for the indicated Project Year. Do not change these values.
6	Number of Months	Enter the number of months in the Project Year for the function. For example, if the M&O phase starts in the middle of the fourth Project Year, the "Yr 3 months" would be zero, "Yr 4 months" would be 6, subsequent years would be twelve.
7	Cost Per Project Year	No entry. Automatically calculated. Multiplies the number of requests per month by the number of months by the cost per request. Displays the total cost of processing.

4.5.8 Exhibit 3.4.5 M&O Phase - Contractor Services - Lien Processing Instructions

Exhibit 3.4.5 M&O Phase - Contractor Services - Lien Processing establishes the unit cost of processing lien requests as defined in Section 6, SOW, Paragraph 4.6.3.5, Liens.

Table 31. Exhibit 3.4.5 M&O Phase - Contractor Services - Lien Processing Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line #	No entry.
2	Project Year	No entry. Shows the Project Year from 3 to 10.
3	Cost Per Lien	Enter the unit cost per lien request for the first year of M&O in Line 1 or 2 as applicable, dependent on when M&O begins. The remaining rows are automatically calculated based on the annual escalation rate in Column 4.
4	Annual Escalation Rate	Enter the escalation rate as a percent that will be applied to the annual cost for each subsequent year. Enter only the first line. The same rate will

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
		apply to all line items. The annual escalation rate shall not exceed four percent (4%) per item per year.
5	Number of Liens per Month	No entry. Displays the estimated number of Liens to be processed each month for the indicated Project Year. Do not change these values.
6	Number of Months	Enter the number of months in the Project Year for the function. For example, if the M&O phase starts in the middle of the fourth Project Year, the "Yr 3 months" would be zero, "Yr 4 months" would be 6, subsequent years would be twelve.
7	Cost Per Project Year	No entry. Automatically calculated. Multiplies the number of requests per month by the number of months by the cost per request. Displays the total cost of processing.

4.5.9 Exhibit 3.4.6 M&O Phase - Contractor Services -Timesheet Processing Instructions

Exhibit 3.4.6 M&O Phase - Contractor Services - Timesheet Processing establishes the unit cost of processing timesheets as defined in Section 6, SOW, Paragraph 4.6.3.7, Timesheet Processing.

Advance Pay is considered part of the timesheet processing. Refer to Artifact #1 for current year Advance Pay volumes. The CMIPS II Contractor can assume a 5% annual growth rate for Advance Pay participation.

The rate established per timesheet for the paper-based timesheets in the "Cost Per Timesheet" in column 3 shall consider the State objective to offer paperless payroll claim alternatives through a separate contract in the future as defined in Section 6, SOW, Paragraph 4.6.3.7, Timesheet Processing., item 10.

Table 32. Exhibit 3.4.6 M&O Phase - Contractor Services -Timesheet Processing Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line #	No entry.
2	Project Year	No entry. Shows the Project Year from 3 to 10.
3-6	Cost Per Timesheet for <Volume Range>	Enter the unit cost per timesheet for each volume range for the Project Year 1. The rate for the Project years 2 through 4 will be automatically calculated based on the annual escalation rate in column 7. The cost per timesheet rate establishes a tiered pricing for timesheets that will be used to invoice each month. For example, if there were 350,000 timesheets processed in a month, then the first 250,000 timesheets would be charged at the "Cost Per Timesheet for the first 250,000 timesheets" (column 3) and the next 100,000 would be charged at the "Cost Per Timesheet for the 250,001 to 500,000 timesheets" (column 4).
7	Annual Escalation Rate	Enter the escalation rate as a percent that will be applied to the annual cost for each subsequent year. Enter only the first row. The same rate will apply to all line items. The annual escalation rate shall not exceed four percent (4%) per item per year.
8	Number of Timesheets	No entry. Displays the estimated number of timesheets to be processed

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
	per Month	each month for the indicated Project Year. Do not change these values.
9	Cost per Month	No entry. Automatically calculated as the sum of the cost per timesheet per volume range for the month which is the rate by volume range multiplied by the number of timesheets in that volume range.
10	Number of Months	Enter the number of months in the Project Year for the function. For example, if the M&O phase starts in the middle of the fourth Project Year, the "Yr 3 months" would be zero, "Yr 4 months" would be 6, subsequent years would be twelve.
11	Cost per Project Year	No entry. Automatically calculated. Multiplies the Cost per Month by the number of months.. Displays the total cost of processing.
12	Timesheet Long-Term Storage Cost Per Project Year	Enter the cost per project year for timesheet long-term storage as defined in the Section 6, SOW, paragraph 4.6.3.7, Timesheet Processing, item 9 for requirements for storing original, hardcopy timesheets for five and one-half (5.5) years.

4.5.10 Exhibit 3.4.7 M&O Phase - Contractor Services - Staff Hourly Rates for Project Service Requests Instructions

Exhibit 3.4.7 M&O Phase - Contractor Services - Staff Hourly Rates for Project Service Requests establishes hourly rates for Project Service Request tasks defined in Section 6, SOW, Paragraph 4.6.9, Project Service Requests. The Project Service Request costs are based on an effort estimate provided by the State. The Bidder must propose staff by job classification and hourly rate, which are effective for the life of the Contracts for Project Service Requests and shall also be used for Unanticipated Tasks. When the same job classification is proposed in more than one functional category, the hourly rate shall be consistent in all occurrences and in Exhibit 2.4, Exhibit 3.4.7 and Exhibit 3.5. For evaluation purposes, the Bidder will provide a cost for Project Service Requests tasks for 4,760 hours of effort per year. These rates shall be effective from completion of Post Statewide Implementation through Contract Termination.

Enter information in all columns except for the Cost for Project Year and Total Cost columns, which are automatically calculated. If more than one job classification is needed for a particular function, such as both a junior and senior developer for Website Management (Line 16), insert as many rows as needed under the appropriate function. Then copy the calculations from the original classification row to the new row(s). This should not affect the bottom line total.

The total effort (hours) in each category must remain as defined in Exhibit 3.4.7. The hours should be apportioned across the job classifications to total the category hours. If the sum of the hours provided by the Bidder for the job classifications within a functional category do not sum to the total hours assigned by the State in Column 3, the State will calculate the difference in hours and prorate that difference across the job classifications.

The effort apportioned by the Bidder to each job classification shall be consistent with the Bidder's Project Staffing Plan and Master Work Plan.

Table 33. Exhibit 3.4.7 M&O Phase - Contractor Services – Staff Hourly Rates for Project Service Requests Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line #	No entry.
2	Functional Category and Job Classification	The functional categories are provided and shall not be changed. The Bidder enters the job classification(s) for the staff member(s) providing the function. If more than one job classification is entered for a functional category, the hours assigned to the classifications in that category must add up to the hours for the overall category.
3	Effort (Hours/Yr)	The total hours per functional category are provided and shall not be changed. The Bidder enters the estimated effort in number of hours for each job classification for the staff member(s) performing each function. The hours for each of the job classifications in that category must equal the functional category total specified by the State.
4	Hourly Rate	Enter the hourly rate for the first year for each job classification.
5	Annual Escalation Rate	Enter the rate in the first field. The rate will be automatically propagated to the lines below it. The annual escalation rate shall not exceed four percent (4%) per item per year. This is the rate at which the hourly rate will increase on a yearly basis. It will be used to increase the hourly rate for subsequent years.
6, 8, 10, 12, 14, 16, 18, 20	Year X Months	Enter the number of months in the Project Year for the function. For example, if the M&O phase starts in the middle of the fourth Project Year, the "Yr 4 months" would be six.
7, 9, 11, 13, 15, 17, 19, 21	Cost for Project Year X	No entry. Automatically calculated. Multiplies the effort hours by the hourly rate prorated by the number of months in the Project Year with the escalation rate applied.
22	Total Cost	No entry. Automatically calculated. Sums the Cost for Project Year columns. Displays the total costs for project service requests.

4.5.11 Exhibit 3.4.8 M&O Phase - Contractor Services –Direct Deposit Services Instructions

Exhibit 3.4.8 M&O Phase - Contractor Services – Direct Deposit Services establishes the unit cost of Direct Deposit Services for processing and supporting Direct Deposit requests as defined in Section 6, SOW, Paragraph 4.6.3.8 items 1, 2, and 5. The costs shall be based on the number of Direct Deposit Application/Change forms processed. Note the cost for daily processing of Direct Deposit payment defined in Section 6, Paragraph 4.6.3.8 items 3 and 4 are part of the Payroll Processing Services (Section 6, SOW, Paragraph 4.6.3) and shall be included in Exhibit 3.3 M&O Phase - Contractor Services - Fixed-Price. For planning the Bidder may assume 40% of the Providers will use Direct Deposit. Note that since the related customer services activities identified in Paragraph 4.6.3.8, item 5 are part of the of the Fixed Rate for each Direct Deposit Application/Change form processed; the Contractor shall not charge separately for those customer service activities; charges are only applied when the Direct Deposit Application/Change forms are processed.

Table 34. Exhibit 3.4.8 M&O Phase - Contractor Services - Direct Deposit Forms Processing Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line #	No entry.
2	Project Year	No entry. Shows the Project Year from 3 to 10.
3	Cost Per Direct Deposit Form	Enter the unit cost per Direct Deposit Form for the first year of M&O in Line 1 or 2 as applicable, dependent on when M&O begins. The remaining rows are automatically calculated based on the annual escalation rate in Column 4.
4	Annual Escalation Rate	Enter the escalation rate as a percent that will be applied to the annual cost for each subsequent year. Enter only the first line. The same rate will apply to all line items. The annual escalation rate shall not exceed four percent (4%) per item per year.
5	Number of Direct Deposit Form per Month	No entry. Displays the estimated number of Direct Deposit Form to be processed each month for the indicated Project Year. Do not change these values.
6	Number of Months	Enter the number of months in the Project Year for the function. For example, if the M&O phase starts in the middle of the fourth Project Year, the "Yr 3 months" would be zero, "Yr 4 months" would be 6, subsequent years would be twelve.
7	Cost Per Project Year	No entry. Automatically calculated. Multiplies the number of requests per month by the number of months by the cost per request. Displays the total cost of processing.

4.5.12 Exhibit 3.5 M&O Phase - Contractor Services - Staff Hourly Rates for Maintenance and Enhancements Instructions

Exhibit 3.5 M&O Phase - Contractor Services - Staff Hourly Rates for Maintenance and Enhancements establishes hourly rates for Maintenance and Enhancements defined in Section 6, SOW, Paragraph 4.3, System Maintenance and Enhancements. The Bidder must propose staff by job classification and hourly rate, which are effective for the life of the Contracts for Maintenance and Enhancements and shall also be used for Unanticipated Tasks.

For evaluation purposes, the Bidder shall use an effort estimate of nineteen thousand seven hundred sixty (19,760) hours per year as distributed among the functions in the following table. Note, during the term of the contact the actual number of hours for maintenance and enhancements may vary from this estimated amount depending on the actual number and complexity of service requests.

Table 35. M&O Phase - Maintenance and Enhancements Resource Breakdown

FUNCTION	EFFORT (HOURS)
Project Management	1040
Technical Project Management	1040
Systems Analysis	4160
Application Development	5200

FUNCTION	EFFORT (HOURS)
System Testing	4160
Implementation	1040
Technical Writing	2080
Self-Paced Training Update	1040
Total Effort	19,760

If more than one job classification is needed for a particular function, insert as many rows as needed under the appropriate function. Then copy the calculations from the original classification row to the new row(s).

The total effort (hours) in each category must remain as defined in Exhibit 3.5. The hours should be apportioned across the job classifications to total the category hours. If the sum of the hours provided by the Bidder for the job classifications within a functional category do not sum to the total hours assigned by the State in Column 3, the State will calculate the difference in hours and prorate that difference across the job classifications.

The effort apportioned by the Bidder to each job classification shall be consistent with the Bidder's Project Staffing Plan and Master Work Plan. For example, if the Bidder's Project Staffing Plan indicated one full-time Senior Test Engineer and one full-time Entry-level Test Engineer and the Master Work Plan indicated that they both are assigned equally to the tasks for System Testing, then the total hours for the System Testing functional category in Exhibit 3.5 would be split evenly between the two positions.

Table 36. Exhibit 3.5 M&O Phase - Contractor Services - Staff Hourly Rates for Maintenance and Enhancements Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line #	No entry.
2	Functional Category and Job Classification	The functional categories are provided and shall not be changed. The Bidder enters the job classification(s) for the staff member(s) providing the function. If more than one job classification is entered for a functional category, the hours assigned to the classifications in that category must add up to the hours for the overall category.
3	Effort (Hours/Year)	The total hours per functional category are provided and shall not be changed. The Bidder enters the estimated effort in number of hours for each job classification for the staff member(s) performing each function. The hours for each of the job classifications in that category must equal the functional category total specified by the State.
4	Hourly Rate	Enter the hourly rate for the first year for each job classification.
5	Annual Escalation Rate	Enter the rate in the first field. The rate will be automatically propagated to the lines below it. The annual escalation rate shall not exceed four percent (4%) per item per year. This is the rate at which the hourly rate will increase on a yearly basis. It will be used to increase the hourly rate for subsequent years.

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
6, 8, 10, 12, 14, 16, 18, 20	Year X Months	Enter the number of months in the Project Year for the function. Enter only the first row; the other rows will be automatically updated with that value.
7, 9, 11, 13, 15, 17, 19, 21	Cost for Project Year X	No entry. Automatically calculated. Multiplies the effort hours by the hourly rate prorated by the number of months in the Project Year with the escalation rate applied.
22	Total Cost	No entry. Automatically calculated. Sums the Cost for Project Year columns. Displays the total costs for maintenance and enhancements.

4.5.13 Exhibit 3.6 M&O Phase - State Data Center Services Cost Estimate Instructions

Exhibit 3.6 – M&O Phase - State Data Center Service Cost Estimate lists the Data Center Services with the associated cost to support the CMIPS II Contracts. The State Data Center cost includes services for both the State Data Center Services and Network Services, as described in the Artifact 17 - State Data Center Service Standards and further detailed in Artifact 15A – State Data Center Statement of Work and Artifact 15B –Network Services Statement of Work. However, the Bidder shall not include the cost for the State Data Center services in Exhibit 3.6 for Disaster Recovery defined in Artifact 17 - State Data Center Service Standards Paragraph 4.1.16, Disaster Recovery; the Bidder shall still include the cost for the supporting Bidder services for Disaster Recovery defined in Section 6, Statement of Work, Paragraph 4.4.8, Disaster Recovery as part of the cost in Exhibit 3.3.

The Bidder shall identify the specific State Data Center services required to support the proposed CMIPS II solution based on the service descriptions in the Artifact 17 - State Data Center Service Standards. The Bidder shall calculate the cost for the State Data Center Service based on the rates in Artifact 21 – DTS Cannery Campus Rates Schedule, Artifact 22 – DTS Cannery Campus Rates Guide, and Artifact 23 – DTS Gold Camp Campus Rates Guide available in the Bidder's Library. In general, the Bidder shall use the rates in Artifact 21 – DTS Cannery Campus Rates Schedule. However, DTS can direct all the Bidders to use a rate in Artifact 23 – DTS Gold Camp Campus Rates Guide for specific services; for example, if the service is not available in the Artifact 21 then the Bidders could be directed to use a rate in Artifact 23. The Bidder can propose technology that is not currently supported by the State Data Center and there are no established rates in "Base Rate Schedule" in either Artifact 21 or 23. In that case, the Bidder would work with the State Data Center Project Manager to determine if the State Data Center can accommodate the request and, if so, the data center would quote a rate based on an equivalent service.

Some of the State Data Center rates include purchase, installation, maintenance, and technology refresh of hardware and software that support the requested service. In that case, the State Data Center provides a Bill of Materials to list the hardware and software included with that service.

If the Bidder requires additional information about State Data Center Services, the Bidder shall contact the DGS Procurement Official to request the information or to schedule confidential discussions with the State Data Center Project Manager. The Bidder shall not directly contact any State Data Center personnel unless it is explicitly scheduled through the DGS Procurement Official.

The proposed State services shall be consistent with the Bidder's System Architecture Design Specification, Capacity Management Plan, Project Master Plan, and Master Work Plan.

Table 37. Exhibit 3.6 M&O Phase - State Data Center Service Cost Estimates

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	State Data Center Service	No entry. Lists the State Data Center Service Cost Categories
2-9	Project Year X Total Cost	No entry. Automatically populates annual service costs for the M&O phase from Exhibits 2.8.1 through 2.8.5.
10	M&O Phase Total Cost	No entry. Automatically sums costs from columns 2 through 5.

Table 38. Exhibits 3.6.1- 3.6.5 M&O Phase – Data Center Cost Estimates by Service

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line #	No entry.
2	Invoice Category	Enter the invoice category for the State Data Center Service available in Artifact 21 – DTS Cannery Campus Rates Schedule, Artifact 22 – DTS Cannery Campus Rates Guide, and Artifact 23 – DTS Gold Camp Campus Rates Guide available in the Bidder's Library.
3	Service Description	Enter the service required using the name listed in the State Data Center Service Offering defined in Artifact 17 – State Data Center Service Standards. Enter the description of the State Data Center Service to be performed, including the unit type as appropriate in the categories for One-time, Continuing-Monthly or Continuing-Yearly. Use a separate line for each item required. Note: The Bidder has the option of housing development and/or testing hardware that will continue to be used in the M&O phase at the State Data Center or the CMIPS Project Office site. If the Bidder proposes development and/or testing hardware to be housed at the State Data Center or the CMIPS Project Office site, the Bidder may provide Bidder staff to operate and maintain that equipment and in that case the Bidder would use their internal rate structure to determine the cost of that service. The Bidder also has the option of using State IT support for any equipment housed at the State Data Center or the CMIPS Project Office, in that case, the Bidder shall use the Health and Human Services Data Center rates to compute the associated cost for that service.
4	Start Date (MM/YYY)	Enter the estimated initial start date for the service. The month format is a number between 1 and 12. The year format is 20XX.
5, 10, 15, 20	Quantity	Enter the quantity of the service required. For one-time costs, it is the quantity for that instance; for continuing monthly, it is the quantity per month; for continuing yearly costs, it is the annual quantity.
6, 11, 16, 21	Unit Cost	Enter the cost of the service per unit.
7, 12, 17, 22	Total Cost (Annual or Monthly)	No entry. Automatically calculated. Multiplies the unit cost by the quantity of service.
8, 13,18,	Num of Months	Enter the number of months in the Project Year that the service will be

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
23		used. The month is a number between 1 and 12 and applies only to the continuing monthly costs.
9, 14, 19, 24	Annual Total Cost	No entry. Automatically calculated. Multiplies the number of months of service in the Project Year by the Monthly Total Cost. Displays the Annual Total Cost.
25	M&O Phase Total	No entry. Automatically calculated. Sums the Project Year costs for that service category. Displays the total for M&O Phase costs for that service.
Col 1-3, Lines 28-32	M&O Phase Total by Year	No entry. Automatically calculated. Sums the costs for each project year and the entire M&O phase.

For evaluation purposes, use Exhibits 3.6.4.1 and 3.6.4.2 to calculate the telecom costs for the Wide Area Network (WAN). There is no data entry for Exhibit 3.6.4.1 which automatically calculates the one-time and monthly telecom costs per invoice category based on the bandwidth and type of connections identified in Exhibit 3.6.4.2 for each county.

Table 39. Exhibits 3.6.4.2 M&O Phase – Telecom Services Cost by County

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
(1)	Line #	No entry.
(2)	Statewide Implementation Entity	No entry. Lists the 58 counties for implementation.
(3)	Bandwidth (K)	Enter the estimated total bandwidth requirement from the State Data Center to the single County Point of Presence (POP).
(4)	56 k Qty	Enter the number of 56k connections for the county. The quantity may be zero.
(5)	56 k One-Time Cost	No entry. Automatically calculates the one-time cost based on the Qty in Column (4) and the Rate in Exhibit 3.6.4.1.
(6)	56 k Monthly Cost	No entry. Automatically calculates the monthly cost based on the Qty in Column (4) and the Rate in Exhibit 3.6.4.1.
(7)	56 k InterLATA Costs	No entry. Automatically calculates the monthly cost based on the Bandwidth in Column (3), and the Rate per 4K in Exhibit 3.6.4.1.
(8)	T-1 Qty	Enter the number of T-1 connections for the county. The quantity may be zero.
(9)	T-1 One-Time Cost	No entry. Automatically calculates the one-time cost based on the Qty in Column (8) and the Rate in Exhibit 3.6.4.1.
(10)	T-1 Monthly Cost	No entry. Automatically calculates the monthly cost based on the Qty in Column (8) and the Rate in Exhibit 3.6.4.1.
(11)	T-1 InterLATA Costs - 4K - 256K	No entry. Automatically calculates the monthly cost based on the Bandwidth in Column (3), and the Rate per 4K in Exhibit 3.6.4.1.
(12)	T-1 InterLATA Costs - 260K - 768K	No entry. Automatically calculates the monthly cost based on the Bandwidth in Column (3), and the Rate per 4K in Exhibit 3.6.4.1.
(13)	T-1 InterLATA Costs -	No entry. Automatically calculates the monthly cost based on the

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
	772K and above	Bandwidth in Column (3), and the Rate per 4K in Exhibit 3.6.4.1.
(14)	T-3 Qty	Enter the number of T-3 connections for the county. The quantity may be zero.
(15)	T-3 One-Time Cost	No entry. Automatically calculates the one-time cost based on the Qty in Column (14) and the Rate in Exhibit 3.6.4.1.
(16)	T-3 Monthly Cost	No entry. Automatically calculates the monthly cost based on the Qty in Column (14) and the Rate in Exhibit 3.6.4.1.
(17)	T-3 InterLATA Costs	No entry. Automatically calculates the monthly cost based on the Bandwidth in Column (3), and the Rate per 4K in Exhibit 3.6.4.1.

For Exhibit 3.6.6 - DDI Phase - State Data Center Bill of Materials, the Bidder shall contact the DGS Procurement Official to request a Bill of Materials from the State Data Center or to request additional information about the Data Center Services. When requesting the Bill of Materials, the Bidder shall provide a list of requested Data Center Services necessary to support their proposed solutions along with utilization, specifications, capacity, and expected dates for service initiation, increases/decreases, and termination. The Bidder shall include the Bill of Material provided by DTS as Exhibit 3.6.6.

Table 40. Exhibit 3.6.6 – M&O Phase - State Data Center Bill of Materials

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line #	No entry.
2	Exhibit Reference (Exhibit x.x.x, Line x)	No Entry. DTS enters a reference to the Exhibit and Line number from Exhibits 3.6.1 through 3.6.5 for the State Data Center Service identified in Column 3.
3	State Data Center Service	No Entry. DTS identifies the State Data Center Service that the Bill of Materials applies to.
4	Bill of Materials	No Entry. DTS enters the Bill of Materials for the service identified in Column 3. Identify the hardware and software configuration to be used to support the service that lists the components to include description, model, size, quantity, capacity, etc.

4.6   Tab 5 Miscellaneous Cost Exhibits Instructions

In accordance with Section 5, Administrative Requirements, Paragraph 3, Administrative Requirements, the Bidder shall prepare the miscellaneous cost exhibits as applicable to define subcontractor/small business allocations, DVBE participation and Letter of Performance Bondability in the following exhibits:

- Exhibit 4 Subcontractor and Small Business Allocations

- Exhibit 5 DVBE Participation

- Exhibit 6 Letter of Performance Bondability

Instructions for the Subcontractor and Small Business Allocations are in Section 5, Paragraph 4.1, Small Business Preference and Paragraph 4.2, California Certified Small Business Subcontractor Preference, and Paragraph 4.3, New Information Regarding Small Businesses. Instructions for DVBE Participation are in Section 5, Paragraph 3.1, DVBE Participation Program Requirements. Instructions for the Letter of Performance Bondability are in Section 5 Paragraph 2.2, Performance Bond.

4.6.1 Exhibit 4 Subcontractor and Small Business Allocations Instructions

Exhibit 4 Subcontractor and Small Business Allocations documents small business participation, if applicable.

Table 41. Exhibit 4 Subcontractor and Small Business Allocations Description

COLUMN NUMBER	COLUMN HEADING	COLUMN DESCRIPTION
1	Line #	No entry.
2	Company Name	Enter the name of the subcontractor company.
3	Nature of Work	Enter the proposed work to be performed by the subcontractor. Be specific.
4	Small Business? (Yes/No)	Is this a State of California certified small business (Yes or No)?
5	Subcontract Duration	Enter the duration of the Subcontract.
6	Percent of Prime Contract	Enter the Subcontract percentage of the Prime Contract Cost as indicated in Exhibit 1 Total Proposal Cost Summary, Line 1, Column 5.

4.6.2 Exhibit 5 DVBE Participation Instructions

The Bidder shall provide a California Standard Form 840 as Exhibit 5. Information for the form is at the DGS-PD Small Business and DVBE services website at: www.pd.dgs.ca.gov/smbus.

4.6.3 Exhibit 6 Letter of Performance Bondability

The Bidder shall submit a Letter of Performance Bondability as Exhibit 6, as defined in Section 5, ADMINISTRATIVE REQUIREMENTS, Paragraph 2.2, Performance Bond.

4.7 Tab 6 Contract Instructions

The Bidder shall submit the Contract as Exhibit 7, as defined in Section 9, PROPOSAL FORMAT, Paragraph 6.2, Volume 2 - Contract.